

University Undergraduate Catalog

2016-2017

This Catalog has been prepared on the basis of the best information available at the time of publication. All information, including statements of tuition and fees, course offerings, policies, holidays, and admission and graduation requirements, is subject to change by action of the Board of Trustees without notice or obligation. Updates after publication can be found at www.aupp.edu.kh

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A. Academic Calendar

Fall 2016 (Returning Students) August 20, 2016 - January 3, 2017

AUGUST

M	T	W	T	F	S	S	Week #
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					1

Important Dates

- Aug 20: Fall 2016 Semester start (returning students)
- Aug 24: New Faculty Orientation
- Aug 25: Faculty Professional Activity Workshop
- Aug 26: Student Orientation (Afternoon)
- Aug 26: Last day for 100% tuition refund / Last day to register for Fall Semester
- Aug 29: First day of instruction**

SEPTEMBER

M	T	W	T	F	S	S	Week #
			1	2	3	4	
5	6	7	8	9	10	11	2
12	13	14	15	16	17	18	3
19	20	21	22	23	24	25	4
26	27	28	29	30			5

- Sep 2: Last day to add /drop courses
- Sep 9: Last day for 80% tuition refund
- Sep 16: Last day for course withdrawal - no record on transcript
- Sep 23: Last day for 40% tuition refund
- Sep 24: Constitutional Day

OCTOBER

M	T	W	T	F	S	S	Week #
					1	2	
3	4	5	6	7	8	9	6
10	11	12	13	14	15	16	7
17	18	19	20	21	22	23	8
24	25	26	27	28	29	30	9
31							

Sep 30 - Oct 2: Pchum Ben Holiday

- Oct 14: Last day to withdraw - W on transcript (Withdrawal in Wk 8 will have WF)
- Oct 15: Commemoration day of King's father, Norodom Sihanouk
- Oct 16: Last day for potential graduates to apply for graduation
- Oct 29: Coronation Day King Norodom Sihamoni
- Oct 31: Student Census (Official enrolment count)

NOVEMBER

M	T	W	T	F	S	S	Week #
	1	2	3	4	5	6	19
7	8	9	10	11	12	13	11
14	15	16	17	18	19	20	12
21	22	23	24	25	26	27	13
28	29	30					14

- Nov 1-4: Advising week (normal classes with enhanced advising activities)
- Nov 9: Independence Day
- Nov 13-15: Water Festival

DECEMBER

M	T	W	T	F	S	S	Week #
			1	2	3	4	
5	6	7	8	9	10	11	15
12	13	14	15	16	17	18	16
19	20	21	22	23	24	25	
26	27	28	29	30	31		

- Dec 16: Last day of instruction**
- Dec 19-22: Final Exams
- Dec 23: Final grades due
- Dec 25: Christmas Day
- Dec 31 - Jan 1: International New Year
- Dec 23 - Jan 4: Winter Break (Faculty and Students)

JANUARY

M	T	W	T	F	S	S	Week #
						1	
2	3						

Fall 2016 semester end (Returning students)

Fall 2016 (New Students) September 27, 2016 -January 3, 2017

SEPTEMBER

M	T	W	T	F	S	S	Week #
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

Sep 27: Fall 2016 semester start (New Students)

Sep 29: Last day for 100% tuition refund

Sep 30 - Oct 2: Pchum Ben Holiday

OCTOBER

M	T	W	T	F	S	S	Week #
					1	2	
3	4	5	6	7	8	9	1
10	11	12	13	14	15	16	2
17	18	19	20	21	22	23	3
24	25	26	27	28	29	30	4
31							5

Oct 3: First day of instruction

Oct 7: Last day to add / courses

Oct 14: Last day for 80% tuition refund

Oct 15: Commemoration day of King's father, Norodom Sihanouk

Oct 21: Last day for course withdrawal -no record on transcript

Oct 28: Last day for 40% tuition refund

Oct 29: Coronation Day King Norodom Sihamoni

Oct 31: Student Census (Official enrolment count)

NOVEMBER

M	T	W	T	F	S	S	Week #
	1	2	3	4	5	6	
7	8	9	10	11	12	13	6
14	15	16	17	18	19	20	7
21	22	23	24	25	26	27	8
28	29	30					9

Nov 5-10: Advising week (normal classes with enhanced advising activities)

Nov 9: Independence Day

Nov 13-15: Water Festival

Nov 18: Last day to withdraw - W on transcript (Withdrawal in Wk 8 will have WF)

DECEMBER

M	T	W	T	F	S	S	Week #
			1	2	3	4	
5	6	7	8	9	10	11	10
12	13	14	15	16	17	18	11
19	20	21	22	23	24	25	12
26	27	28	29	30	31		

Dec 22: Last day of instruction

Dec 28-30: Final Exams

Dec 25: Christmas Day

Dec 31 - Jan 1: International New Year

Dec 23 - Jan 4: Winter Break (Faculty and Students)

JANUARY

M	T	W	T	F	S	S	Week #
						1	
2	3						

Jan 3: Fall 2016 semester end (New students)

Spring 2017: January 4 -May 12, 2017

							Week #	
JANUARY								Jan 4: Spring 2017 semester start
M	T	W	T	F	S	S		
		4	5	6	7	8		Jan 5: Final grades due (for new started on Oct 3, 2016) Jan 6: Last day to register / Last day for 100% tuition refund
9	10	11	12	13	14	15	1	Jan 7: Victory over Genocide Day
16	17	18	19	20	21	22	2	Jan 9: First day of instruction
23	24	25	26	27	28	29	3	Jan 13: Last day to add /drop courses
30	31						4	Jan 20: Last day for 80% tuition refund
FEBRUARY								Jan 27: Last day for course withdrawal -no record on transcript
M	T	W	T	F	S	S		
		1	2	3	4	5		Feb 3: Last day for 40% tuition refund
6	7	8	9	10	11	12	5	Feb 6: Student Census (Official enrolment count)
13	14	15	16	17	18	19	6	
20	21	22	23	24	25	26	7	Feb 24: Last day to withdraw - W on transcript (Withdrawal from Wk8 will have W)
27	28						8	
MARCH								
M	T	W	T	F	S	S		
		1	2	3	4	5		
6	7	8	9	10	11	12	9	Mar 8: International Women's Day
13	14	15	16	17	18	19	10	Mar 13-17: Advising week (normal classes with enhanced advising activities)
20	21	22	23	24	25	26	11	
27	28	29	30	31			12	
APRIL								
M	T	W	T	F	S	S		
3	4	5	6	7	8	9	13	
10	11	12	13	14	15	16	14	April 13-15 Khmer New Year
17	18	19	20	21	22	23	15	
24	25	26	27	28	29	30	16	Apr 28: Last day of class
MAY								May 1-5: Final Exams
M	T	W	T	F	S	S		May 10: Final grades due (Faculty)
1	2	3	4	5	6	7		May 12: Final grade release (students)
8	9	10	11	12	13	14		May 12: Spring 2017 semester end
								May 13 - 15: King Norodom Sihamoni's Birthday

Summer 2017: May 16 -August 31, 2017

MAY

Wk

M	T	W	T	F	S	S	
15	16	17	18	19	20	21	1
22	23	24	25	26	27	28	2
29	30	31					3

May 12: Last day to register
 May 12: Last day for 100% tuition refund
 May 15: Summer 2017 semester start

May 16: First day of instruction

JUNE

M	T	W	T	F	S	S	
			1	2	3	4	
5	6	7	8	9	10	11	4
12	13	14	15	16	17	18	5
19	20	21	22	23	24	25	6
26	27	28	29	30			7

May 19: Last day to add /drop courses
 May 26: Last day for 80% tuition refund
 Jun 2: Last day for course withdrawal -no record on transcript
 Jun 9: Last day for 40% tuition refund
 June 18: Queen Norodom Monineath Sihanouk's birthday
 Jun 30: Last day to withdraw - W on transcript (Withdrawal from week 8 will have WF on transcript)

JULY

M	T	W	T	F	S	S	
3	4	5	6	7	8	9	8
10	11	12	13	14	15	16	9
17	18	19	20	21	22	23	10
24	25	26	27	28	29	30	11
31							12

July 4: USA Independence Day

AUGUST

M	T	W	T	F	S	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	13
14	15	16	17	18	19	20	14
21	22	23	24	25	26	27	15
28	29	30	31				16

Aug 29: Last day of instruction
 Aug 30: Final Exams
 Aug 31: Final grades due & release.
 Aug 31: Summer 2017 semester end

May 16-18: Commencement is expected to take place during this week. The date is subject to confirmation.

Public and Religious Holidays (Campus Closed)			
		Incl weekends	Excl weekends
Sep 24 (Sat)	Constitutional Day	1	0
Sep 30 - Oct 2 (Fri, Sat, Sun)	Pchum Ben Holiday	3	1
Oct 15 (Sat)	Commemoration day of King's father, Norodom Sihanouk	1	0
Oct 29, 2016 (Sat)	King Norodom Sihamon's Coronation Day	1	0
Nov 9, 2016 (Wed)	Independence Day	1	1
Nov 13-15, 2016 (Sun)	Water Festival	3	2
Dec 25, 2016 (Sat)	Christmas day	1	0
Dec 31 - Jan 01, 2017 (Sat, Sun)	International New Year Day	2	0
Jan 07, 2017 (Sat)	Victory over Genocide Day	1	0
Mar 8, 2017 (Wed)	International Women's Day	1	1
Apr 13-15, 2017 (Thurs, Fri, Sat)	Khmer New Year	4	1
May 13 - 15 (Fri, Sat, Sun)	King Norodom Sihamoni's Birthday	3	1
June 18, 2017 (Sun)	Queen Norodom Monineath Sihanouk's birthday	1	
July 4, 2017 (Tues)	Independence Day (USA)	1	1
		24	8

B. About The American University Of Phnom Penh

1. History

It was a dream of Dr. Chea Vandeth that spawned the American University of Phnom Penh. A foreign educated Cambodian scholar, Dr Vandeth had a vision for a high quality education institution in Cambodia. It took 10 years to find a partner institution in the United States to collaborate with.

In 2011 Dr. Vandeth, through Dr, Kem Reat Viseth, met Professor Kenneth Dunn, a Fulbright Scholar to Cambodia. Together, the two of them conceptualized a new university that would meet international standards and rise above Cambodian universities as a best practice model.

Professor Dunn returned to the United States and met with the President of Middlesex Community College to discuss a proposal to assist in establishing an American model of education in Cambodia. The President embraced the opportunity with enthusiasm. A developmental team was established with the charge of developing a curriculum and supportive administrative structure.

In May of 2013, Professor Dunn organized a fact-finding group of educators and business leaders from Massachusetts to assess Cambodia's educational environment and the status of potential high school students. Their fact-finding mission found that generally, Cambodian students did not have sufficient English fluency to successfully undertake collegiate programs delivered in English. To compensate for this, the team developed a one semester English Preparatory Program to assist students in improving their English and gaining skills in public speaking, writing, critical thinking, listening, grammar and study skills so that they had essential skills to be successful in a collegiate environment.

Subsequent to the May 2013 fact-finding mission, the founders' dream came true when the American University of Phnom Penh (AUPP) began operations in an aesthetically pleasing temporary facility in Toul Kork. A key feature was a 1+1 partnership agreement with the Middlesex Community College in Lowell. AUPP was grounded in five guiding principles:

- a. AUPP was organized with the mission of contributing to the human resource development of Cambodia.
- b. Senior management was to be highly qualified, experienced western administrators with administrative skills and experience in academic affairs;
- c. Faculty with terminal degrees from U.S. or international accredited institutions, along with teaching experience in U.S. or international accredited institutions;
- d. An undergraduate curriculum that met U.S. accreditation requirements for a balance between liberal arts education and appropriate coursework for a major; and
- e. The availability of high achieving students.

An International Advisory Board was created that consisted of experienced educators, administrators and business leaders from the U.S. and Cambodia. This group was tasked with advising on the management, governance and academic structures, programs and services that AUPP would model. Concomitantly, a Board of Trustees was formed to direct the course of the University and oversee its development.

The U.S. Embassy offered its support with the following statement: "AUPP is working in cooperation with the U.S. Embassy in developing academic opportunities and vocational training programs in Cambodia". The statement has now been revised to read "AUPP partners with the U.S. Embassy in Cambodia to enhance the academic, professional, and social opportunities for AUPP students".

With the assistance of Middlesex Community College, the International Advisory Board worked with the Board of Trustees to recruit and appoint a President. In the interim, a temporary President, an American with legal background who was fluent in Khmer, was appointed in May, 2013. She held

the reigns for a short period from May through October 2013. She was succeeded by Dr. Armitage (an international consultant in higher education) and Professor Dunn (Middlesex Community College) who, as a team, took over the reins as Acting President until a new President could be appointed. They served from November, 2013 through June, 2014.

In March 2014, the Founders, along with Dr. Armitage and influential Cambodians, visited several U.S. universities, including Middlesex Community College, the University of Massachusetts Lowell, California State University Long Beach, Ohio University, Pepperdine University, Lesley University, Bridgewater State University, Mary Washington University, George Mason University and George Washington University. The purpose of the visit was to develop a deeper appreciation for the American style of education and to explore partnership potentials.

As a result of the March 2014 visit, AUPP established a 2+2 transfer agreement with the University of Massachusetts Lowell. This expanded student options in addition to the existing 1+1 transfer agreement with Middlesex Community College. The delegation also visited with the senior staff of a regional accreditation agency to discuss the goal of AUPP becoming an accredited institution through a U.S. regional accrediting agency. In 2016, AUPP further expanded student options by entering into a dual degree partnership with Fort Hays State University.

AUPP's first President, Dr. Sharon Siverts, was appointed in July 2014. Due to family health reasons Dr. Siverts resigned in December 2015.

The AUPP Board of Trustees' membership was adjusted in January 2016. Three members of the Board retired, and three replacements were appointed.

The new Board is composed of American educators who have been former presidents or senior administrators at U.S. institutions, executives of higher education associations in the U.S., and business executives from across the globe and from Cambodia. This new Board is dedicated to making AUPP a leading higher education institution in Cambodia, fostering socially responsible behavior, life-long learning, academic and professional excellence among students; producing students who are critical thinkers, innovators and ethical leaders to serve Cambodia and the ASEAN Economic Community.

A new campus site has been acquired and architectural drawings for new facilities completed. Construction began in August 2015. Expected completion is late 2016. This new modern facility has been designed to enhance and support a model academic teaching and learning environment, incorporating the newest technologies, a learning center library, and student services that will complement academic offerings. The environment will allow students to develop their potential, and acquire the education necessary and relevant for 21st century competitiveness.

AUPP students are special. They have a strong desire to improve Cambodia and to make contributions of significance to its development. They are bright; they have a mission and are drivers of positive change. They come from all over Cambodia, with an increasing number from Southeast Asia. The founder and owner, through the Board of Trustees and the University provide full scholarships for students of high intellectual capacity but with financial need. To date, half of the students are on scholarship and others are paying students.

While the history of AUPP is short, the accomplishments are enduring. This sets AUPP on a trajectory of meeting its mission and being a model University to assist Cambodia in its human resources development. AUPP – an institution on the move.

2. Accreditation

Accreditation in Cambodia is granted by the Ministry of Education, Youth and Sports. The Ministry has developed the Accrediting Committee of Cambodia (ACC) to carry out this function. AUPP has

set a goal of being among the first privately funded institutions in Cambodia to be accredited by this body.

In addition, AUPP is committed to obtaining U.S. accreditation through one of the regional accrediting commissions.

3. Administration

AUPP's senior management is composed of the President, the Vice President for Academic and Student Affairs (VPASA), and the Vice President for Finance and Administration (VPFA). The University has a commitment to train Cambodians so that they have the appropriate education and experience to assume various administrative posts; however, the senior management will be primarily Americans with U.S. accredited terminal degrees, and with U.S. and international experience.

4. Faculty

The current faculty of AUPP is primarily Americans with U.S and often international university-level teaching experience. Collegiate faculty members have doctorates in their respective disciplines and English preparatory program faculty members have TESOL or equivalent degrees. The faculty members have been trained in interactive and collaborative pedagogy that engages students in their own learning, thus making learning more meaningful to the students. AUPP faculty is committed to students and their education, working to equip them with the requisite skills for a competitive, global marketplace.

5. Library

The AUPP Library supports the scholarly activity of students, faculty, and researchers with continuous improvement of its information resources, and a comfortable place for study and research. The Library staff assists library users with information literacy and with information searches, acquires materials to advance scholarship and develop the best possible print and online collections, and maintains an excellent new modern and comfortable study environment that is available for the campus community.

6. Location and Facilities

AUPP is located in a temporary facility in Toul Kork, Phnom Penh, Cambodia. The current building has purpose-focused classrooms, science and computer labs, a library, writing center, and offices for faculty and staff.

A planned new building will serve up to 4000 students in the near future. Construction began in 2015 with a projected occupancy in late 2016. The new facility will have a state-of-the-art educational design. Additional educational space, sport facilities, and student housing will complement the academic space.

7. Partnerships

AUPP is in partnership with American universities where there is common purpose and mutual benefit. AUPP currently has a 1+1 transfer program with Middlesex Community College (MCC) (1 year at AUPP, 1 year at MCC, 2 years at other universities in the University of Massachusetts system) and a 2+2 program with University of Massachusetts Lowell (UML) (2 years at AUPP and 2 years at UML). AUPP also partners with Fort Hays State University to offer dual degree programs. Currently, AUPP also has collaborative projects and programs, such as with Ohio University on global leadership and with UML on youth employability. The University considers it important to establish partnerships with other universities, both in the US and internationally, and to develop

partnerships with various businesses, NGOs, governments, and other public and private organizations to support and enhance the education of students.

In addition, the following statement describes the partnership with the U.S. Embassy: “AUPP partners with the US Embassy in Cambodia to enhance the academic, professional, and social opportunities for AUPP students.”

8. Students

AUPP is committed to recruiting highly motivated, talented students. Students attending AUPP need to be well versed in the English language as all classes are taught in English. The University seeks students who demonstrate strong academic abilities, have a curiosity to learn, possess an entrepreneurial spirit, and have a commitment to serve Cambodian society, the region and the world.

9. Learning Center

The University's learning center works to make all students who visit it into stronger, more confident, and more independent thinkers. The learning center offers tutorials to students in all years of study, in a friendly, informal environment. Tutorials are conducted in a one-on-one setting in order to address each student's unique needs and goals. Depending on the needs and concerns of the individual student, these tutoring sessions may include discussing and brainstorming questions and topics, setting up research and writing schedules, strategizing possible academic paper structures, workshopping written drafts, and practicing effective learning strategies.

In addition to one-on-one appointments, the learning center also offers research, writing, and revision workshops for larger groups of students as well as targeted workshops on topics that are in particular demand. One-on-one appointments are offered on one-time, weekly, and drop-in bases. Workshop and appointment schedules and sign-up sheets are posted at the learning center and may also be accessed online.

C. Vision, Mission and Values

1. Vision

American University of Phnom Penh will be a leading academic center of excellence in Cambodia and Asia.

2. Mission

American University of Phnom Penh is a private, English language higher education institution in Cambodia. It offers high quality, American-style education, grounded in the culture of Cambodia and Asia, fostering socially responsible behavior, life-long learning, and academic and professional excellence to produce critical thinkers, innovators, and ethical leaders who will make significant contributions to the world.

3. Values

To achieve its Vision and fulfill its Mission, American University of Phnom Penh values the following.

Academic Freedom

By upholding the spirit of free and critical thought and inquiry, by promoting understanding and tolerance of a diversity of beliefs and fostering the open exchange of ideas and knowledge;

Continuous Improvement and Accountability

By committing to continuous quality improvement through reflection and assessment; adherence to high standards, being efficient, effective, accountable and proactive, in its undertakings. AUPP is committed to democratic governance, transparent decision-making, and participation of stakeholders in the development of the institution;

Diversity, Equity and Cultural Heritage

By recognizing the contributions made collectively by diverse populations to the quality of university life and the global society. AUPP seeks to treat all individuals with dignity, fairness, tolerance and respect, appreciating diversity of concepts, opinions, customs, perspectives, traditions and experiences;

Excellence

Through its commitment to the highest standards of academic performance in its programs and services, and through the development of collaborative partnerships;

Leadership and Integrity

By upholding the highest professional and ethical standards;

Life-long Learning

By instilling this value in its graduates and providing opportunities for professional development in the community;

Social Responsibility

By preparing students to be responsible citizens to address today's and future global challenges.

D. Organizational Structure

1. Board of Trustees

AUPP is governed by a Board of Trustees. The Board meets on a regular schedule and is responsible for approving policies of the institution, receiving financial statements of the University, approving the budget, receiving reports of institutional effectiveness, receiving and acting on the Annual Report and the audited financial statements, and appointing the President. Members of the Board of Trustees are listed in Appendix A.

2. International Advisory Board

AUPP has an International Advisory Board that advises the Board of Trustees and the President on educational issues. The membership of the International Advisory Board is listed in Appendix B.

3. Friends of AUPP

Friends of AUPP consists of professionals who have been students in Western countries and who wish to promote high quality Western education in Cambodia through assisting AUPP in its Vision and Mission. This group would include former Fulbright awardees, professionals who have a commitment to the youth of Cambodia, scholars, entrepreneurs and other community leaders who have a commitment to education and to providing youth with opportunities to build their skills, serve their communities, and be a pivotal impetus for building a well-informed and educated Cambodia.

Friends of AUPP assist by connecting the AUPP family to the local community. They do this through sharing and exchanging knowledge and resources about the community and Cambodia. Friends of AUPP also help with recruitment, provide a source of professional advisors to students, and assist in providing internships. They may volunteer to be a guest speaker or facilitate public lectures held at AUPP. In many ways, Friends of AUPP act as mentors to the students, while promoting social responsibility

4. Goodwill Ambassador Program

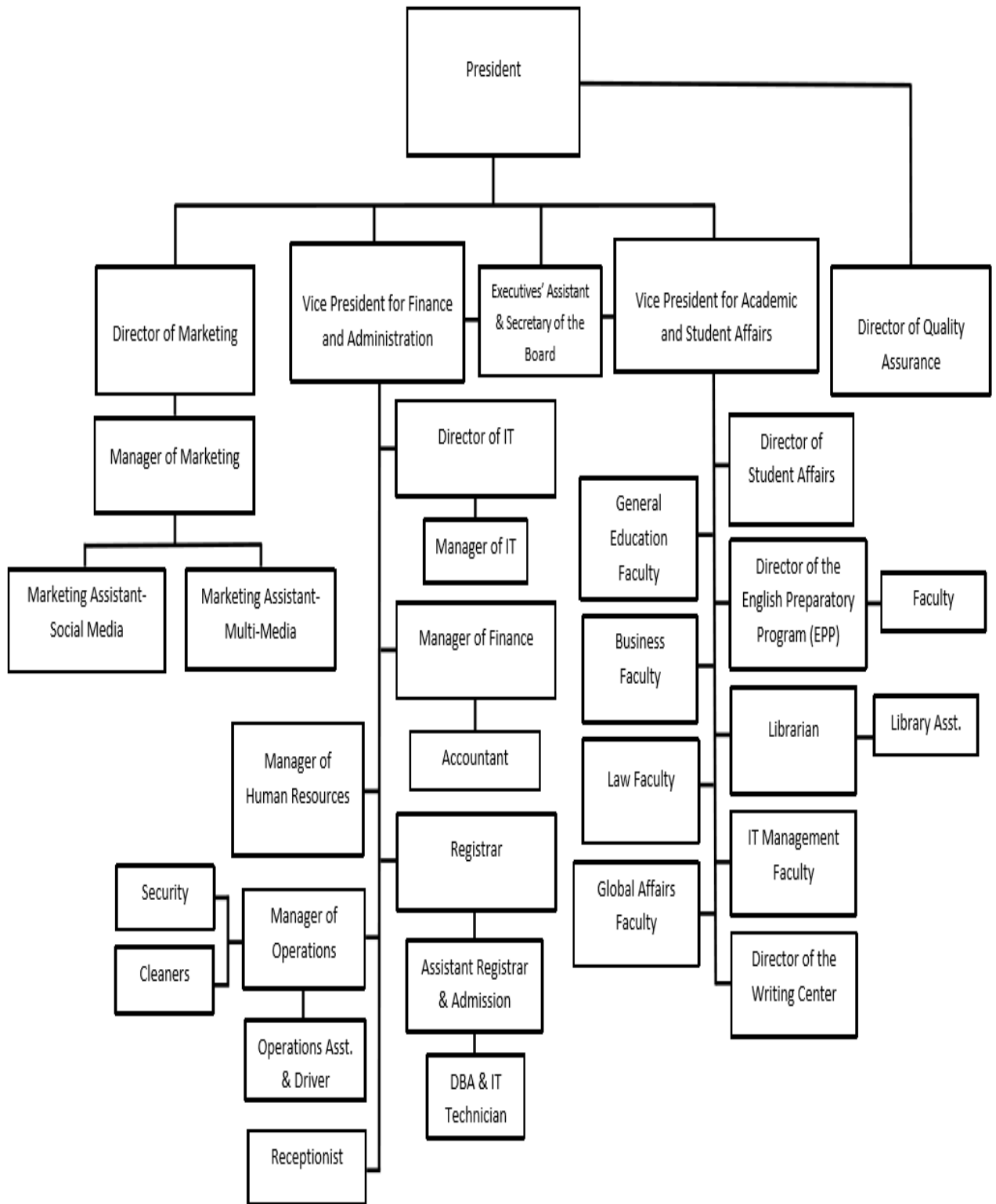
The AUPP Goodwill Ambassador Program consists of individuals who are willing to help promote and support the University. Goodwill Ambassadors link AUPP to organizations and institutions that support education to fund raise for scholarships for students, support initiatives to build and develop the University, and provide support for students seeking internships, among many other activities.

5. Administration

The administration is responsible for implementing Board of Trustee policies, and for the effective management and development of the University. Appendix C provides a list of the administrative personnel.

6. AUPP Organizational Chart

AUPP ORGANIZATION CHART



E. Admissions Policies

1. Admission

a) Application Form

The Application Form is available at the Office of Admissions and Registration or may be downloaded from the website: www.aupp.edu.kh

b) Application Deadline

Deadline for applications are determined each semester by the Office of Admissions and Registrar. Admission applications are accepted up to one day before the semester start date as published on the Academic Calendar. Late admissions may be considered up to the end of the course add drop period.

c) Application Notification

Students receive an admission letter, via email. Admission Committee deliberations are confidential and students denied admission will not receive an explanation of the Committee's decision.

d) Application Materials

Materials required for application include:

- Completed Application Form
- Provisional High School Diploma, or
- National Examination Score Report
- A color passport size photo, white background
- Birth certificate, copy (on enrolment)

e) Admission Criteria

The minimum requirements for admission to AUPP are evidence of a high school record and English proficiency as noted below:

1) High School Record:

For students graduating from a high school that requires them to take the Cambodian National Examination:

- A provisional high school diploma

For students graduating from Northbridge International School, the International School of Phnom Penh, the British International School of Phnom Penh, Logos International School, Home of English, Hope International School; CIA First International School, East West International School and ZAMAN International School.

- A high school diploma

For students graduating from a high school outside of Cambodia or a school in Cambodia that does not require them to take the National Exam other than schools listed above.

- A high school diploma certified by the Accreditation Committee of Cambodia

For students who have completed IGCSE

- A grade of C or higher on five or more subjects, at least one of which is English or English as a Second Language.
- An original IGCSE statement of results is accepted as evidence of successful completion of the subject tests. Results must be confirmed with official certificates when they are issued.

2. English Proficiency

One of the following scores is required for direct admission to Collegiate programs:

- IELTS (Academic Module) overall band 6.0 and above, or
- TOEFL score equivalent

Students who meet the minimum English proficiency requirements will be admitted to AUPP. Students who do not meet the standards required will complete University-administered English Language assessments.

Students who do not meet the minimum criteria for admission to AUPP may be conditionally admitted and placed in the intensive English Preparatory Program.

3. English Language Placement

All applicants who do not meet the English proficiency requirements listed above must take an English proficiency test administered by the University. Results of this test will determine whether the student goes into the English preparatory program or the collegiate program.

It is recommended that applicants who have not previously taken a TOEFL or IELTS test should take the AUPP placement test, as the cost is significantly lower than the TOEFL or IELTS. There is a non-refundable USD 15 fee for the English proficiency test, paid at the time of testing.

4. International Baccalaureate (IB) Program

AUPP recognizes academic work completed under the International Baccalaureate (IB) program. Students who complete the requirements for an IB Diploma with scores of 5 or higher on standard and higher level examinations may be awarded up to 30 units collegiate credit at AUPP.

Students who have not completed the requirements for an IB Diploma may only receive credit for scores of 5 or higher on higher level examinations; students may receive six (6) units for scores of 6 or 7 and three (3) units for a score of 5. Credits are only awarded on the receipt of the official International Baccalaureate transcript, and with the approval of the VPASA.

Once academic credit has been awarded, the VPASA, in consultation with the student and an academic advisor or the Admissions Office, will determine the equivalent AUPP courses to be credited.

5. Conditional Admission for Students Not Able to Submit All Application Materials

Students who are unable to submit all materials at the time of application may receive conditional admission. Students who fail to submit missing materials within the first semester are required to meet with the VPASA for a determination for continuance at AUPP or withdrawal from the university.

6. Transfer Applicants

Transfer applicants must meet the same standards as entering first-year students. Transfer students must submit the same documentation as entering first-year students and must also submit additional material as below by the application deadline.

- Name and address of all schools and colleges previously attended
- Official transcripts of all work completed
- A syllabus for each course completed for which transfer credit is being sought

Transfer credit for work completed at other universities will be limited to:

- Courses completed with a grade of C or higher
- Academic work similar to an AUPP course
- A maximum of 60 credit hours

F. Tuition

The following information applies to new students enrolling in the 2016-2017 academic year.

1. Tuition

Tuition must be paid prior to registering for classes. Approval is required for any exceptions.

Full-Time Students

Full-time students are defined as students taking 12 or more credit units of collegiate study per semester. Regular Fall and Spring tuition for full-time students is USD 4,500 per semester or USD 9,000 each academic year (two semesters). Summer tuition is set by the Board of Trustees on a per unit basis proportional to tuition payment.

Part-Time Students

Students who register for fewer than 12 credits are defined as part-time students. Tuition for students taking less than 12 units in a semester is per unit proportional to tuition payment.

2. After four years of studies, students earn a Bachelor's degree from AUPP. If the student plans to earn another degree from AUPP partner universities in the U.S., he/ she may enroll in the dual degree program from the beginning of the third year. For those students who enroll in the Fort Hays State University dual degree program, an additional one-time 2,000 USD fee applies to cover the administrative costs.

G. Scholarships, Financial Aid, and Loans

AUPP has several scholarship, financial aid and loan programs:

1. Scholarships

Students who achieve grade A from the National High School Exam receive USD 4,500 scholarship, and pay USD 4,500 each academic year for the entire four-year Bachelor degree program including the English preparatory program. Students who enroll in a dual degree program may be subject to additional fees.

Students who achieve grade B from the National High School Exam receive USD 3,000 scholarship, and pay USD 6,000 each academic year for the entire four-year Bachelor degree program including the English preparatory program. Students who enroll in a dual degree program may be subject to additional fees.

Students enrolling in B.A. in English are not eligible for scholarships, but they will receive an \$5000 in financial aid.

Students with outstanding academic records from international schools are eligible for scholarship considerations on a case by case basis.

Students retain their scholarship for the entire course of study at AUPP in the Fall, Spring or Summer semester, including for the English Preparatory Program. The student must maintain a grade point average equivalent to a B grade (GPA of 3.00 or higher) each semester. With the exception of the Summer Semester, students on scholarship are normally required to take a full load of not less than 15 credits. Scholarship students whose grade point average falls below 3.00 in any one semester will be placed on warning for termination of the scholarship. A student will need to achieve a grade point average of at least 3.00 the following semester and have a cumulative GPA sufficient to make an overall 3.00 or higher to retain the scholarship. The Board of Trustees has the authority to make exceptions in extenuating circumstances.

Scholarship awards may not be transferred, deferred or encashed.

2. Financial Aid

Students who achieve grade C, D and E from National High School Exam receive USD 2,000 financial aid from the AUPP Foundation, and pay 7,000 USD each academic year for the entire four-year Bachelor degree program, including for the English preparatory program.

Students enrolled in the Business, Law and Architecture dual degree majors will be ineligible for 2,000 USD financial aid in their last two years of education. This means students pay 9,000 USD for their third and fourth year.

For students enrolling in B.A. in English, the AUPP Foundation will award USD 5,000 financial aid, and students pay USD 4,000 each academic year in the entire four-year Bachelor degree program. Students receiving financial aid for the English major may change to other majors provided they repay the relevant amount of financial aid of USD 1.500 each semester previously undertaken. Students who enroll in a major other than English and subsequently change to English are not entitled to receive a refund or tuition fee credit. Students enrolling in B.A. in English are not eligible for scholarships.

3. Loan Program

In addition to Scholarship and Financial Aid, students who demonstrate financial need can seek a loan up to USD 2,000 each academic year, or USD 1,000 each semester. The loan interest is 5% per annum. Students who accept loans may work at AUPP to pay off interest accrued while enrolled as full-time students.

Loans also cover the cost of study in the English preparatory program.

H. Deferred Payment Plan

A deferred payment plan is available for students unable to pay the tuition at the start of a semester. The student must submit an application to the Vice President for Finance and Administration (VPFA) for approval. The cost for this service is an additional USD 100 administrative fee each semester.

The schedule for payment is:

- 40% of the total tuition fees prior to registration for the semester;
- 30% of the total tuition fees within 50 calendar days of the start of classes;
- 30% of the total tuition fees plus the additional charge prior to the start of the final examination period.

Students who qualify for this plan must pay the tuition fees in full, even if they withdraw from the University after the tuition refund period. Students will not receive grades until semester tuition and fees are paid.

The payment schedule in the 2016-17 academic year is as follows:

Fall 2016 (Continuing Students)

August 26, 2016	40% of the total tuition fees
October 18, 2016	30% of the total tuition fees.
December 16, 2016	30% of the total tuition fees

Fall 2016 (New Students)

September 29, 2016	40% of the total tuition fees
November 22, 2016	30% of the total tuition fees.
December 27, 2016	30% of the total tuition fees

Spring 2017

January 6, 2017	40% of the total tuition fees
February 25, 2017	30% of the total tuition fees.
April 28, 2017	30% of the total tuition fees

Summer 2017

May 15, 2017	40% of the total tuition fees
July 6, 2017	30% of the total tuition fees.
August 29	30% of the total tuition fees

I. Tuition Refund Policy

Full-time students who withdraw from classes and become part-time students before the first day of instruction in a semester are eligible for a refund of 100% of tuition paid.

Full-time students who withdraw from classes and become part-time students during the first two weeks of instruction are eligible for a refund of 80% of tuition paid.

Full-time students who withdraw from classes and become part-time students after the first two weeks of instruction and before the end of the fourth week of instruction are eligible for a refund of 40% of tuition paid.

Full-time students who withdraw from classes and become part-time students after the end of the fourth week of instruction are not eligible for a refund.

To be eligible for a refund, students must submit the University Withdrawal form to the Office of the Registrar. The date received in the Office of the Registrar will be used to determine the amount of refund.

Tuition refund cut off dates are for standard 15-week courses. For courses that are shorter in length, the tuition refund period will be pro-rated.

Tuition Fee Refund dates cut-off dates in the 2016-17 academic year are as follows:

Fall 2016 (Continuing Students)	
August 26	Last day for 100% tuition refund.
September 9	Last day for 80% tuition refund.
September 23	Last day for 40% tuition refund.
Fall 2016 (New Students)	
September 29	Last day for 100% tuition refund
October 13	Last day for 80% tuition refund.
October 28	Last day for 40% tuition refund.
Spring 2017	
January 6	Last day for 100% tuition refund.
January 20	Last day for 80% tuition refund.
February 3	Last day for 40% tuition refund.
Summer 2017	
May 12	Last day for 100% tuition refund.
May 26	Last day for 80% tuition refund.
June 9	Last day for 40% tuition refund.

J. Other Fees

Application and Placement Test Fee

All applicants pay a one-time, non-refundable application fee of USD 25 and additional USD 15 for AUPP English Language Placement Test. Students who have IELTS (Academic Module) overall band 6.0 or equivalent TOEFL score pay only USD 25

Course Material Download Fee

Some instructors may assign copyright material for class use. If such material is under a single-user-use copyright limitation, students registered in the class will be charged for the cost to download the materials. This fee will be charged at the time of registration. Faculty should note all such fees in the course syllabus and students will be notified of the fee by the Office of the Registrar.

Graduation Fee

A fee of USD 50 will be charged to each student scheduled to graduate. This fee must be paid prior to participation in Commencement and prior to the release of the final transcript and/or diploma.

Overload Fee

Students taking a course overload will be assessed a fee proportional to the tuition payment per unit for each unit beyond 15.(except First Year Experience Seminar and Labs).

Transcript Fee

Official transcripts (stamped and sealed by the Registrar) may be obtained by a student for USD 10 for each copy. Official transcripts that are mailed internationally cost USD 75 each. Students should be aware that some institutions do not accept hand-carried transcripts as official, and will only accept transcripts that have been certified and delivered by the Registrar.

Certified Diploma Copies

A photocopy of a diploma copy can be issued upon request. The fee for this service is USD 5. This copy will be authenticated and certified by the Registrar. AUPP does not retain copies of diplomas, and therefore, the original diploma or a clear photocopy must be presented to the Registrar for authentication.

Diploma Duplicates

Duplicate AUPP diplomas can be produced upon request for a fee of USD 10 for each duplicate. Such duplicates will be marked as 'COPY'.

Student Printing

All AUPP students are given a print quota. Once depleted, a student must 'top-up' their account through the Office of Finance.

K. Academic Policies and Procedures

1. Academic Advising

At the beginning of collegiate work, students will be assigned an academic advisor from among the faculty members. The assignment of a faculty advisor will be determined by the VPASA and based on the declared major of the student. Student notification of their advisor will be the responsibility of the Office of the Registrar.

Academic advising is a crucial step in the education process. Therefore, students are expected to meet with their academic advisor at least twice each semester.

Students may elect to change their assigned advisor. A Change of Advisor form can be obtained from the Registrar's office.

2. Academic Integrity

All students, faculty and staff at AUPP are expected to abide by ethical standards, both in their conduct and in their interaction with others. Thus, AUPP expects students to understand and adhere to basic standards of academic honesty and integrity. Academic dishonesty is defined as any action or activity intended to achieve academic gain through deceit, misrepresentation, or the inappropriate use of unauthorized materials or assistance.

Engaging in academic dishonesty will be dealt with severely. Sanctions for academic dishonesty can include but not be limited to failure in a course and up to dismissal from the University. Some examples of academic dishonesty include:

Plagiarism

Plagiarism refers to summarizing, paraphrasing or directly quoting published or unpublished work of another person without acknowledging the source. This includes, but is not limited to, material found on the Internet.

Incorrect Reporting of Data

It is inappropriate to alter or falsify data for any reason; all data should report that which was observed or collected.

Destruction of Resources or the Work of Others

It is unacceptable for students to destroy or alter any University document or the work of other students, such as papers, projects, or computer accounts.

Use of Work in One Course from Another

Students must not use work completed in one course as original work in another course.

Cheating

Students should not give or receive assistance on assignments or examinations, unless directed by a faculty member. 'Cheating' includes but is not limited to:

- Use of any unauthorized assistance in taking tests or examinations;
- Using any source, human or other, to assist in completing an assignment beyond those stated by the faculty member;
- Acquiring, without permission, any test or other academic material belonging to a student, faculty or staff member.

Sanctions for Academic Dishonesty

- for the first offense, a grade of F on the assignment;
- for the second offense, a grade of F in the course;
- for the third offense, suspension for the semester; and
- for the fourth offense, dismissal from the University.

Refer to the Student Handbook for procedures addressing academic dishonesty violations.

3. Academic Records, Student Privacy

Students' academic records are maintained in the Office of the Registrar. Semester grade reports are sent to the student from the Office of the Registrar by e-mail. AUPP maintains confidentiality of student records. No student record can be released to any third party without the written consent of the student.

AUPP follows United States government requirements regarding privacy of student information, including grades. No one other than the student and appropriate AUPP employees shall have access to information that AUPP maintains about a particular student. Access by any other individual (including parents) requires the written consent of the student.

4. Academic Standing

Good Academic Standing

Students who maintain a grade point average (GPA) of 2.00 or higher for each semester and have a cumulative GPA (CGPA) of 2.00 or higher are considered to be in good academic standing. A minimum grade point average of 2.00 is required for graduation.

Academic Probation

A student whose semester grade point average falls below 2.00 in any semester or whose cumulative grade point average is below 2.00 will be placed on academic probation and is not considered to be in good academic standing. A student on academic probation remains on academic probation until both the cumulative grade point average and the most current semester grade point average are 2.00 or higher.

Students on academic probation are not eligible to hold office in any student club or organization. A student on academic probation may be subject to academic restrictions (such as a limitation on the number or kind of courses the student may take) as determined by the VPASA. A student on academic probation must meet at least once a semester with the VPASA.

Suspension and Dismissal

A student on academic probation may be suspended or dismissed from AUPP if he/she remains on academic probation for two consecutive semesters or if the student's cumulative GPA falls below the levels shown in the table below. Suspension or dismissal will be determined by the VPASA in consultation with the President, the Registrar and the Faculty Advisor.

Number of Credit hours Completed	Minimum Grade Point Average – Suspension	Minimum Grade Point Average – Dismissal
0-30 credit hours	1.50	N/A
31-60 credit hours	1.70	1.50
61-90 credit hours	1.80	1.70
91 and above	1.90	1.80

Additionally, students may be suspended for:

- Refusal to complete the conditions of probation;
- Failure to improve their overall grade point average in the semester while on probation.

Academic suspension requires that the student drop out of AUPP for one semester with a guaranteed return to the University at the end of that period. Students placed on academic suspension must confirm with the Registrar that they are returning to AUPP at the end of the suspension period. Failure to do so will result in an administrative withdrawal from AUPP. Students returning from academic suspension will be placed on a restricted course schedule and will be required to meet with their academic advisor weekly.

Academic dismissal requires that the student drop out for a minimum of two semesters. A dismissed student will be re-admitted only if the Admissions Committee is convinced that the student is likely to achieve academic success.

5. Academic Support Services

A three-level English Preparatory Program is available to bring students' skills up to a level necessary to successfully undertake collegiate academic work. Classes concentrate on integrated skills (reading, writing, listening and speaking), soft skills development and

individualized learning. Successful completion of the English preparatory program allows students to enroll in collegiate courses at AUPP.

6. Academic Units, Overload, Course Numbering System

Academic Credit Units

All courses at AUPP have a credit unit value assigned to them. An academic unit is defined by the nature of the course that is offered. A unit of course credit is normally equivalent to one hour of class per week for a fifteen (15) week semester. For example, a course that meets for 3 hours per week, for a 15 week semester would have a course credit of 3 units.

Students will typically register for 15 units of classes per semester, the equivalent of 5 classes of 3 units each. However, graduation requires a minimum completion of 124 units, and thus the student will need to enroll in 4 additional units during their eight semesters of study at AUPP. This can be done through a series of one unit seminars and/or laboratories, or through an additional course taken in one or more semesters or summer. For most students, the additional four units will be completed through the required laboratories, seminars and internship in their major.

Overload

The normal course unit load in any semester is 15 to 17 units. A schedule of 18 or more units in a semester is considered an overload, and is subject to an overload fee.

First year students may not take an overload. Students with one or more outstanding "I" grades are not permitted to take an overload. Students on academic probation are not permitted to carry an overload.

A student with a cumulative GPA of at least 3.0 may take a maximum of nineteen (19) units in a semester with the permission of the academic advisor. Students who could graduate at the end of the semester are permitted to exceed the 19 unit limit and/or waive the requirement of a 3.0 GPA for that semester with the permission of the VPASA. A semester course load of 20-22 units is to be undertaken only under exceptional circumstances. No student may enroll for more than 22 units in one semester.

Course Numbering System

Courses numbered 001-099 are pre-collegiate courses. These courses are not included in the minimum 124 units needed for graduation.

Courses numbered 100-299 are lower division courses and are usually taken in the first two years of study.

Courses numbered 300-499 are upper division courses and are usually taken in the last two years of study and typically have lower level course prerequisites.

7. Add / Drop

Add/Drop and requests to change sections begins on the first day of class each semester. It continues for one week during which a student can take any of the following actions without penalty:

- Add a course
- Drop a course
- Change a section of a course

Where a student has dropped a course during the course add/drop period, no record of the course shows on the transcript. In the 2016-17 academic year, the cut-off date for course add/drop are as follows:

Fall 2016

September 2, 2016 (Continuing students)

October 7, 2016 (New students)

Spring 2017

January 13, 2017

Summer 2017

May 19, 2017

8. Bachelor of Arts Degree and Bachelor of Science Degree

AUPP offers the Bachelor of Arts degree in Law, and in Global Affairs. It offers a Bachelor of Science degree in Business, and in Information Technology Management.

AUPP uses the unit system, common in U.S. universities. Each unit is normally equivalent to 60 minutes of lecture per week for the length of the semester. Thus, for example, a course meeting three times a week (60 minutes each) would be 3 units. Likewise, a course meeting twice a week for 90 minutes each would also be 3 units. Laboratory courses require two hours of laboratory per week per semester for each unit. A two hour laboratory once a week would be equivalent of one unit. Special courses, such as the First Year Experience are treated similar to laboratory in that each unit requires two hours of class work per week.

Students are expected to spend approximately two to three hours outside of class studying for each hour (unit) in class. If the student is enrolled in 15 units of course work, there is an expectation of a minimum of 30 additional hours per week of study outside of class.

The academic year is divided into a fall semester that normally runs from September through December and a spring semester that normally runs from January to May. In addition, AUPP offers classes during the summer and may offer a summer semester as need arises.

The Bachelor of Arts degrees and Bachelor of Science degrees require the completion of at least one hundred twenty four (124) units, of which sixty two (61) are in General Education/Liberal Studies. All graduating students will earn a minor in Liberal Studies as well as a major in their chosen field. Students can also pursue an additional minor.

9. Class Attendance Policy

Students are expected to be in their seats at the beginning of the scheduled class time and remain in class until dismissed by the faculty member. Attendance is taken daily in every class.

When absences are due to situations beyond the control of the student, the VPASA will review the student's record and may assign a grade of W rather than a grade of F. The VPASA will discuss the issue with the faculty member teaching the course prior to making such a decision.

AUPP students must seek pre-approved excused absences for official AUPP activities, approved service learning trips and field trips.

If a student misses a class for any reason, they are expected to make up the work/assignments missed.

10. Class Levels

a) Pre-Collegiate

Students who are enrolled in the English preparatory program are classified as pre-collegiate students. Students must successfully complete the English preparatory program before entering the collegiate level.

b) Collegiate

First Year Student (Freshman): Students who have been admitted to the collegiate program and have successfully completed fewer than 31 units of collegiate work.

Second Year Student (Sophomore): Students who have successfully completed between 31 and 61 units of collegiate.

Third Year Student (Junior): Students who have successfully completed between 62 and 92 units of collegiate work.

Fourth Year Students (Senior): Students who have successfully completed more than 92 units of collegiate work and have not graduated.

11. Clubs

Students are able to join an existing club or to recommend the establishment of a new club. Clubs are an important aspect of co-curricular life at AUPP; they enhance teamwork, leadership and the ability to organize and present university events.

All University clubs must have a faculty advisor. It is the student responsibility to ensure that a faculty member has agreed to serve as an advisor to the club. Final approval of the faculty advisor is determined by the VPASA.

New club proposals must be approved by the President of the University. The club organizers must submit a written description of the club's purpose, a sample of its planned activities, and the acceptance and approval of the faculty advisor

Discrimination against any student is not acceptable. All students are eligible to join any AUPP approved club.

Further information about clubs is available on the University's bulletin boards or from the Coordinator, Student Affairs.

12. Communications and E-mail Policy

AUPP E-mail is the official communication mechanism at AUPP. All students are responsible for information coming through this medium. In addition, the University shall post all relevant circulars, notices, policies and other documents on the University bulletin boards. All policy changes will appear in the next issue of the Catalog, and in relevant Handbooks/Manuals. All policy changes will be posted on the AUPP website.

Each student will be given an AUPP e-mail address when they first register. This e-mail account will remain active while studying at AUPP and moved to an alumni group after graduation. This email account will be deleted when a student permanently withdraws from AUPP.

The policies related to the use of AUPP e-mail are listed below:

- a) Users should use the official University e-mail service only for official business (not personal use) and should not use personal e-mail services such as Yahoo, Gmail, or Hotmail unless the AUPP system is unavailable.
- b) Users should not share their passwords with anyone.
- c) Users should use discretion when forwarding emails with and should not forward Junk or SPAM e-mails.
- d) Users are only allowed to send e-mails and attachments that are consistent with cultural, political and moral values of Cambodia. Users must not send e-mails that might damage AUPP's image or reputation.
- e) E-mail messages of a confidential nature should be preceded in the e-mail Subject line with the word CONFIDENTIAL. Users are not allowed to send, forward, or distribute any

e-mail messages containing confidential information as this is considered to breach Intellectual Property Rights.

- f) Users must not send, reply, forward or distribute any e-mail messages or attachments that they know contain virus attachments or malicious programs.
- g) Users are prohibited from using the University e-mail system to impersonate someone else.
- h) Users are prohibited from sending, redirecting, transferring, distributing or replying to e-mails when using another person's e-mail system.
- i) Users are not allowed to enter any changes to the electronic message content, or change the date and time, or source, or party, or the label, or any other information.
- j) Users shall not register an AUPP e-mail address with Websites for non-business purposes.
- k) Users shall not use automatic forwarding to or from external e-mail addresses.
- l) Mass e-mail communication on the AUPP network is not allowed unless authorized by AUPP management.
- m) When using e-mail on a mobile device such as a Smart Phone, the mobile device should be provided with a password lock security feature activated automatically when the device is idle.
- n) Students who breach the above may be penalized, depending on the severity of the breach.

13. Curriculum Changes

When the requirements for a major change, students have the choice to complete the program under the requirements of the Catalog in effect on the date the students declared the major or to satisfy the requirements of the new Catalog. When choosing the later Catalog, students must meet all the new requirements and must file the appropriate Catalog Selection form with the Office of the Registrar.

14. Declaring and Changing a Major

Students are required to file a Declaration of Major form early in their academic career at AUPP. AUPP integrates courses for major study with its general education/liberal studies courses over a four year period. Students are required to declare a major on admission to the university. This is done to better plan for the integration of general education courses with a proposed major field.

Students may change their major at any time after declaration. A student who decides to declare or change a major must complete and return the Change of Major form obtained from the Office of the Registrar.

Students granted a scholarship for a specific major must obtain the permission of the VPASA prior to changing their major.

15. Degree Requirements

A minimum of 124 credits is required to earn a Bachelor of Arts or a Bachelor of Science degree from AUPP. A student must complete the General Education requirements and all the requirements of a major program with a cumulative GPA of at least 2.00.

16. Exclusion from a Course

Faculty may recommend to the VPASA that a student be excluded from a course at any time for failure to comply with written or oral instructions, including, not attending classes, academic dishonesty or any form of disruptive behavior that interferes with the teaching/learning process. When such action is needed, the faculty member must inform both the student and the VPASA in writing of the reasons for such action, including actions that have been taken previous to this action. Exclusion will result in a grade of WF and be entered on the student's transcript. For purposes of computing GPA, the grade of WF is equivalent to that of F.

17. Final Examination Policy

All classes are required to give a final exam during the scheduled Final Exam Period. Final examinations are two and one half hours long and are normally held during the last week of the semester. If an examination needs to be given at an alternate time due to special circumstances, the faculty member must consult the students, and receive final approval from the VPASA. Such examinations must not conflict with any other scheduled classes of the students, and should not be held over the weekends.

The dates of final exams are found in the Academic Calendar. Specific exam times and locations are available each semester from the Office of the Registrar and will be posted on the University bulletin boards and the AUPP website.

18. Grading, Grade Point Average, Grade Change

a) Grading

AUPP uses the following grading system.

Grading System			
Grade	Percentage Range	GPA Quality Points	Description
A	93-100%	4.00	Outstanding attainment of course goals
A-	90-92%	3.67	Superior attainment of course goals
B+	87-89%	3.33	Very good attainment of course goals
B	83-86%	3.00	Good attainment of course goals
B-	80-82%	2.67	Well above average attainment of course goals
C+	77-79%	2.33	Above average attainment of course goals
C	73-76%	2.00	Average attainment of course goals
C-	70-72%	1.67	Below average attainment of course goals
D+	67-69%	1.33	Weak attainment of course goals
D	63-66%	1.00	Poor attainment of course goals
D-	60-62%	0.67	Very poor attainment of course goals
F	below 60%	0.00	Unsatisfactory attainment of course goals

The following non-traditional grades are used.

Non-traditional Grades and Notations			
I	Incomplete	0.00	A grade of Incomplete will be given at the faculty member's discretion. In order to receive a grade of I, the faculty member must verify that the student has completed a substantial portion of the coursework. The faculty member and student must both sign a statement agreeing to the work that needs to be completed. The student must complete the work in the semester immediately following the semester in which the grade of Incomplete was earned or the grade will be changed to F.
SP	Satisfactory progress	0.00	A grade of Satisfactory Progress may be given in the English preparatory program when students have made progress but have not reached the skill level necessary to move into collegiate English.
CR	Credit	0.00	A grade of Credit is given only in classes that are listed in the Catalog as CR/NC. A grade of CR is given to students who pass the course. CR grade is not used in the calculation of the grade point average.
NC	No credit	0.00	A grade of No Credit is given in classes that are listed in the Catalog as CR/NC. A grade of NC is given to students who fail the course and is counted as an F in the calculation of the grade point average.
FN	Failure for non-attendance	0.00	A grade of Failure for Non-Attendance will be given if a student does not attend the class and fails to withdraw from the class in the appropriate manner. An FN is counted as an F in the calculation of the grade point average.
AU	Audit	0.00	A grade of AU is assigned to not regularly enrolled students who wish to attend a class, not for credit, and do not wish to receive a grade in the class. Students must meet all the prerequisites for the class. AU must be approved by the faculty member teaching the class and may only be granted if there is sufficient room in the class to accommodate the students.
W	Withdrawal	0.00	A grade of W will be assigned if a student withdraws from a course after the third week of instruction in a semester. Students must obtain approval from the VPASA and the faculty member teaching the course in order to withdraw with a W. Students may not withdraw from a course after the eighth week of instruction.
WF	Exclusion for failure to comply	0.00	A grade of WF will be assigned by the VPASA for a student who is excluded from a course for failure to comply with university rules or conduct.
NR	Not reported by instructor	0.00	A grade of NR is assigned by the Registrar if the faculty member fails to assign a grade to a student. This grade will be replaced by a traditional grade (A-F) once the faculty member assigns the grade.

b) Grade Point Average (GPA)

As a student completes each semester, they receive a set of letter grades for the courses completed. Each letter grade is converted to a numerical quality point value. The GPA is calculated by multiplying the quality point value of each grade by the number of units designated for each course, and dividing the total of these quality points by the total number of units completed. There is a GPA calculated for the grades each semester.

As the student completes additional semesters of work, a cumulative GPA (CGPA) is calculated. The CGPA is determined on the basis of all courses completed and the corresponding grades received. The GPA and CGPA are measures of academic performance, GPA for a given semester and CGPA for all classes taken at AUPP.

c) Grade Change

AUPP students may seek resolution of a grade dispute or disagreement on a final class grade only for reasons below:

- 1) an error was made by the faculty member in calculating or recording a grade;
- 2) the grade was based on factors other than the academic performance of the student; or
- 3) all students were not judged by the same standards.

d) Grade Appeal

The procedure and timeline for grade appeal are as follows:

Before attempting to initiate a formal grade appeal, it is incumbent upon the student to meet with the faculty member to discuss the basis on which the faculty member assigned the grade. This step must be completed by the end of the first week of the semester following the award of the disputed grade.

If the student is not satisfied with the results of the meeting, the student may submit a written appeal to the VPASA no later than the end of the second week of instruction in the semester following the award of the disputed grade. The written appeal must detail the justification for the appeal. The VPASA will review the grade grievance and respond in writing within one week of receiving the appeal.

If the student is not satisfied with the decision of the VPASA, the student may file a written appeal with the President. The appeal must detail the justification for the appeal and must have attached to it the response from the VPASA. Within one week of receiving the appeal, the President must convene an Appeals Review Panel, which consists of two faculty members and an administrator appointed by the President. The members of the Appeals Review Panel must not have been involved in the case prior to their appointment to the Panel. The Appeals Review Panel will review the appeal and make a written recommendation to the President within two weeks of being convened. The President will make the final determination of the grade and will inform the student, the faculty member, and the Registrar of the final determination. This final determination shall be put in writing within one week of receiving the report from the Appeals Review Panel. The Registrar will be responsible for recording the correct grade in the student's transcript.

19. Graduation Application and Requirements

In order to graduate in four years, students should take between 15 and 18 units of appropriate college-level classes per semester. After their first semester, students in good academic standing may take up to 19 units per semester with the approval of their academic advisor and the VPASA. Sample degree plans are found in the Program section in this Catalog.

Students must apply for graduation by the end of the eighth week of the semester prior to commencement, and this will normally be the first semester of the senior year for those students on the four-year degree plan. The Application for Graduation form must be signed by the student's academic advisor and the VPASA and submitted to the Registrar. The Registrar will review the records of each student who has applied for graduation and inform him/her in writing of all requirements that still must be completed. This report will be given to the student prior to registration for the final semester. Copies of the report will be sent to the student's advisor and to the VPASA.

To graduate, a student must have completed a minimum of 124 credit units and must have met all of the following requirements:

- passed all required courses;
- completed at least 60 credits in residence at AUPP;
- completed at least 30 of the final 60 credit units in residence at AUPP, unless otherwise provided for in a Dual Degree program administered with a partner institution.
- completed at least 45 credit units in upper division (300 or 400 level) course work
- passed all the requirements of the general education program with a grade point average of 2.0 or higher;
- passed all the requirements of the major program with a grade point average of 2.0 or higher;
- have an overall G.P.A. of 2.0 or higher; and
- satisfied all financial obligations to the University.

20. Honors at Graduation

Summa cum laude (with highest honors) – will be awarded to the one student in each major program with the highest overall grade point average.

Magna cum laude (with high honors) – will be awarded to all students whose overall G.P.A. puts them in the top 5% of the graduating class.

Cum laude (with honors) –will be awarded to all students whose overall GPA puts them in the next 5% of the graduating class.

These designations will appear on the students' diplomas.

21. Independent Study

Independent Study provides students with the opportunity to undertake specialized study and to work closely with a faculty member on a specified topic/subject. All registration policies and deadlines for regular courses apply to Independent Study.

Independent Study is only granted for elective units. Courses taken as Independent Study may not duplicate courses in the AUPP Catalog regardless of the term offerings, nor may they count for General Education requirements.

Only students who have completed thirty (30) credit units and have a GPA of 2.50 or higher may undertake Independent Study courses. No student may take more than one Independent Study course in a single semester and no more than five Independent Study courses in their undergraduate degree.

An Independent Study Contract can be obtained from the Registrar's Office, and a copy of the project must be submitted to the VPASA. The Contract must be signed by the VPASA and the faculty member sponsoring the project, and returned to the Registrar's Office prior to the end of Add/Drop. The description must include an outline of the project, meeting schedule with the faculty member, and the method of grading. Independent Study must incorporate at least two (2) graded assignments and must meet for at least one (1) hour a week with the faculty member. Exceptions to this policy can be made by the VPASA.

22. International Study

Students who have completed at least four (4) semesters in residence and who are in good academic standing may apply to participate in an exchange program for up to one (1) semester. Transfer students must complete at least 30 units in residence prior to being eligible for international study.

To assure that credit from the courses taken while on an exchange program will apply to one's degree, the student should complete an Approval for Off-Campus Study form with their academic advisor and have it signed by the VPASA. Forms are obtained from and returned to the Office of the Registrar.

23. Internships

All programs at AUPP require a student to complete an internship. Internships carry academic credit and therefore must be organized and approved in advance of the internship. The units vary from 3 to 6, based on the scope and scale of the internship. Internships carry a CR/NC. Internships require a minimum of eighty (80) hours of workplace experience for each unit.

An internship combines work experience with academic components and is overseen by a faculty member. There is also a workplace supervisor.

Students should register for an internship the semester before engaging in the internship. Students are required to complete a workshop designed to assist students in identifying an appropriate site, interview for the internship placement, and carry out the tasks identified in the Internship Manual.

Internships require a student to make a weekly report and participate in a weekly seminar during a given semester. Internships require a final paper, as delineated in the Internship Manual. The faculty member in charge and the workplace supervisor will submit an end of semester report on the student. The grade of CR or NC will be assigned by the faculty member.

Students must register and pay tuition in accordance with the tuition and fees schedule. Further details of the internship are found in the Internship Manual.

24. Leave of Absence

Students who wish to return after one or two semesters may file a Leave of Absence form with the Registrar. Students who file a Leave of Absence form will be able to return to the University and continue in their original programs. Students who have not filed a Leave of Absence form and later wish to return to AUPP must re-apply and pay a new Application fee. A student will be held to any new requirements that have been adopted since his/her first enrollment. Exceptions can be made by the VPASA on an individual basis.

25. Methods of Instruction

The requirements for successful completion of a course vary with each faculty member and course. At the beginning of each course, the faculty member will distribute a syllabus that explains the topics to be covered, the approximate length of time devoted to each topic,

assignments to be completed as part of the grade, the method the faculty member will use in determining the students' grades and all test dates. The syllabus will also include the learning outcomes for the course.

26. Methods for Assessing Student Learning

Course grades are based on examinations and assessment, class participation, projects, and homework assignments. The syllabus for each course provides a detailed explanation of the assessment methods of that course.

27. Mid-Semester Progress Report

Mid-Semester Progress Reports are issued for all first-year students and for all students on academic probation. The faculty teaching each course will designate an "S" for satisfactory progress or "U" for unsatisfactory progress. These reports are designed to assist students in solving academic difficulties and do not appear on a students' transcript. Academic advisors will also receive the Mid-Semester Progress Report and the student is expected to meet with the academic advisor to discuss the report and determine whether additional support is needed in order for the student to complete the semester successfully.

28. Registration

Registration occurs on the day or days indicated in the Academic Calendar. Upon payment of tuition fees, students pick up a semester study sheet from the Office of the Registrar. The study sheet lists the days and times of classes, the faculty member assigned to teach each class, and the room in which each class is taught.

29. Repeating Courses

Students may repeat any course in which they earned a grade of C- or lower, but only one repeat per course is allowed. When a course is repeated, both grades will remain on the transcript, but the GPA will be calculated based on the higher course grade.

30. Submitting Similar Work for Multiple Courses

Submitting the same academic work to more than one course constitutes academic dishonesty. This includes not only similar papers, but any work stemming from the same basic investigation/research. Such action will result in disciplinary action.

31. Transfer Credit Policy

a) Transfer of Coursework from Other Universities to AUPP

All decisions about the transfer of coursework from other universities to AUPP are at the sole discretion of AUPP. Transfer students may be required to take the English and Math placement examinations. Credit will only be given for courses in which the student has earned a grade of C or better, and are similar to courses offered at AUPP. The maximum number of units that can be transferred is 60.

Students who wish to transfer coursework must provide the VPASA with a copy of their official university transcripts and the syllabus for each course for which transfer credit is requested. The VPASA, in consultation with the Faculty, will determine which coursework is transferrable and which is equivalent to an AUPP course.

b) Transfer of Courses from AUPP to Other Universities

All decisions about the transfer of coursework from AUPP to other universities are at the discretion of the receiving university. Unless AUPP has an agreement on transfer credit with a U.S. university, the receiving university normally requires that students furnish the AUPP syllabus of the course for evaluation prior to agreeing to accept the courses.

32. Unscheduled Class Meetings

The semester schedule indicates the course meeting times. Faculty who wish to hold additional or alternative meeting times may do so after consultation with the students in the class. Faculty who schedule additional or alternate class sessions must avoid time conflicts of other courses. These sessions must be preceded by timely notice and may not result in an increase in the total number of contact hours for the semester. Faculty may not require a student to attend an unscheduled class meeting if it conflicts with a student's regularly scheduled class in another subject. All changes to announced class schedules must be notified to the Registrar's Office at least one working day in advance.

33. Withdrawals

All withdrawals require the approval of each individual faculty member and the VPASA.

a) Withdrawal from a Course

Students who officially withdraw before the beginning of the fourth week of instruction in a semester will have no record of attending the course on their transcript.

Students who withdraw between the fourth and the eighth week of instruction in a semester will have a W shown on the transcript. A Course Withdrawal form is available from the Office of the Registrar.

Normally, students will not be allowed to drop a single course after the end of the eighth week of the semester, but must withdraw from all classes taken that semester. Withdrawal after week 8 will have a WF shown on the transcript, and with GPA penalty. The WF is counted as an F grade in the GPA calculation. This is allowed only for serious and compelling reasons. Exceptions require the approval of the VPASA.

Students who stop attending a course without filing the Course Withdrawal form will receive a grade of FN (Failure for Non-Attendance) in the course.

In the 2016-17 academic year, the course withdrawal dates are:

Fall 2016

(Returning students) Sep 2: Last day to add /drop courses

(Returning students) Sep 16: Last day for course withdrawal - no record on transcript

(Returning students) Oct 14: Last day to withdraw -W on transcript

(New students) Oct 7: Last day to add / drop courses

(New students) Oct 21: Last day for course withdrawal -no record on transcript

(New students) Nov 18: Last day to withdraw - W on transcript (Withdrawal in Wk 8 will have WF)

Spring 2017

Jan 13: Last day to add /drop courses

Jan 27: Last day for course withdrawal -no record on transcript

Feb 24: Last day to withdraw - W on transcript (Withdrawal from Wk8 will have W)

Summer 2017

May 19: Last day to add /drop courses

Jun 2: Last day for course withdrawal -no record on transcript

Jun 30: Last day to withdraw - W on transcript (Withdrawal from week 8 will have WF on transcript)

b) Withdrawal from all Courses in a Semester

Students may withdraw from all classes in a semester by completing and submitting the Multiple Course Withdrawal form, available from the Registrar. Approval requires written permission from of each faculty member and the VPASA. Withdrawal after the eighth week of the semester requires demonstration of serious and compelling reasons.

c) Administrative Withdrawal from the University

A student will be administratively withdrawn from AUPP when they do not fulfill the academic or financial requirements to maintain student status. Failure to register for courses or to file a leave of absence request within stated deadlines will result in a student being administratively withdrawn from AUPP. Students unable to register for classes because of overdue accounts will be administratively withdrawn.

L. English Preparatory Program

There are three components to the three-level English preparatory program, integrated skills, soft skills development and individualized learning.

The section on integrated skills is designed to raise awareness of English grammatical structure and genres in English communication at a formal, academic level, as well as for social interaction.

The section on soft skills is designed to prepare students for learning and working in the 21st Century, paying particular attention to teamwork, leadership, problem solving and critical thinking with the use of presentations, role plays and language functions.

The section on individualized learning solidifies academic literacy skills and strategies by giving the students the individual attention they require to meet the rigorous academic work at AUPP.

Level 2

The Level 2 EPP course is designed for students with an IELTS score of 3.5 to 4.5 (CEFR A2). This course consists of three components, integrated skills, soft skills development and individualized learning designed to scaffold students in their English language preparation for collegiate studies. The integrated skills section uses language for fluency, while at the same time integrating vocabulary and grammar for both academic and social situations, building students' confidence as they learn. The soft skills module focuses on 21st century skills, for example problem solving and critical thinking while giving presentations and performing role plays using English language functions. The final component, individualized learning, allows the students to pay particular attention to the academic literacy skills that require more work in order to meet the required standards for collegiate work at AUPP.

Level 3

The Level 3 EPP course is designed for students with an IELTS score of 4.5 to 5.0 (CEFR B1). This course consists of three components, integrated skills, soft skills development and individualized learning designed to scaffold students in their English language preparation for collegiate studies. The integrated skills section uses language for fluency, while at the same time integrating vocabulary and grammar for both academic and social situations, building students' confidence as they learn. The soft skills module focuses on 21st century skills, for example problem solving and critical thinking while giving presentations and performing role plays using English language functions. The final component, individualized learning, allows the students to pay particular attention to the academic literacy skills that require more work in order to meet the required standards for collegiate work at AUPP.

Level 4

The Level 4 EPP course is designed for students with an IELTS score of 5.0 to 5.5 (CEFR B2). This course consists of three components, integrated skills, soft skills development and individualized learning designed to scaffold students in their English language preparation for collegiate studies. The integrated skills section uses language for fluency, while at the same time integrating vocabulary and grammar for both academic and social situations, building students' confidence as they learn. The soft skills module focuses on 21st century skills, for example problem solving and critical thinking while giving presentations and performing role plays using English language functions. The final component, individualized learning, allows the students to pay particular attention to the academic literacy skills that require more work in order to meet the required standards for collegiate work at AUPP.

M. General Education

The General Education courses are integrated with the student's major course of study over four years. The final course in General Education is a Capstone Seminar completing a Liberal Studies minor.

1. Goals and Learning Objectives

There are eight goals of the General Education program. Each goal is achieved through meeting a series of learning objectives.

a) Goal one. Students will develop the ability to think critically and creatively.

Learning Objectives

- 1) Clearly and accurately summarize and evaluate the facts, presumptions, viewpoints, values, and arguments presented in a text or creative work.
- 2) Gather and assess relevant information and apply appropriate cognitive methods to solve problems or answer questions raised in a text or creative work.
- 3) Construct well-reasoned solutions or conclusions; test and defend conclusions against relevant criteria and standards.
- 4) Critically analyze one's own thinking by identifying presumptions, values and viewpoints as well as problems, inconsistencies and unanswered questions.
- 5) Conceive and defend alternative hypotheses and viewpoints; offer and explain reasons for provisionally rejecting or accepting them.

b) Goal two: Students will apply qualitative, quantitative, and/or analytical reasoning.

Learning Objectives

- 1) Read with comprehension and critically interpret written work in discipline-specific contexts.
- 2) Critically interpret and analyze aesthetic qualities of works in literature and the fine or performing arts.
- 3) Apply quantitative, inductive, and deductive reasoning.
- 4) Apply abstract thinking and conceptual modeling.
- 5) Apply scientific methods to investigate and analyze the natural world.
- 6) Apply the methods of social science to ethically investigate and analyze human social behavior.
- 7) Describe, comprehend, and analyze the role of philosophical ideas, historical movements, or ethical debates in the development of cultures and civilizations.
- 8) Demonstrate an understanding of the concept of lifelong learning and its value to individuals and societies.

c) Goal three. Students will acquire proficiency in written communication.

Learning Objectives

- 1) Compose grammatical sentences.
- 2) Use various sentence forms to effectively modulate style and tone.
- 3) Compose a sequence of paragraphs that develop a point.
- 4) Summarize, quote, and respond to reliable texts to support and develop claims; apply relevant standards for citation.
- 5) Write an effective argumentative essay.
- 6) Respond to writing assignments using appropriate style, structure, and voice.

7) Apply editing, proofreading, and revising strategies.

d) Goal four. Students will acquire proficiency in oral communication.

Learning Objectives

- 1) Demonstrate skill in oral communication for purposes such as informing, persuading, and/or defending.
- 2) Compose and deliver effective, audience-appropriate oral presentations that develop and support a point; or participate in formal debates; or lead or participate in collaborative discussion of a question or a text.
- 3) When appropriate, use visual, auditory, and/or technological aids.

e) Goal five. Students will develop an awareness and understanding of global issues and ethical action in a global context.

Learning Objectives

- 1) Provide and understand information on subjects in different disciplines in English.
- 2) Demonstrate knowledge of the intellectual, social, political, economic, or cultural practices of several cultures other than their own.
- 3) Demonstrate an understanding of the meaning of ethical conduct in a variety of global contexts, and exhibit a personal adherence to ethical comportment in academic and interpersonal relationships.

f) Goal six. Students will develop skills essential to information literacy.

Learning Objectives

- 1) Conduct research using the variety of information sources available to them.
- 2) Demonstrate the ability to evaluate the relevance, reliability and utility of different sources.
- 3) Integrate sources effectively and ethically through proper citation.

g) Goal seven. Students will develop an awareness of social responsibility in both global and domestic contexts.

Learning Objective

- 1) Demonstrate an understanding of social issues both locally and globally.
- 2) Exhibit the capacity to analyze social issues and respond in a responsible and ethical manner through speaking, writing, or direct action.
- 3) Develop an awareness of one's social responsibilities locally and as a global citizen, and demonstrate the ability to think critically and creatively about how both individuals and institutions can address those responsibilities.

h) Goal eight. Students will develop the skills necessary to acquire technological competency.

Learning Objective

- 1) Demonstrate the ability to use general or discipline-specific technologies to identify, retrieve, analyze, and communicate ideas and information.
- 2) Appreciate the rapidly evolving nature of technology and develop skills necessary to critically evaluate and use new and unfamiliar technologies.

2. General Education / Liberal Studies Requirement

Students in all program majors are required to complete 61 credits of General Education / Liberal Studies courses from the list below. Some program majors may require specific General Education courses(s) to be completed.

<i>Course Code</i>	<i>Course Name</i>	<i>Credit</i>	<i>Pre-requisite</i>
<u>Basic Skills</u>			
COMM 103	Oral Communication	3	
ENGL 101	English Composition I	3	
ENGL 102	English Composition II	3	ENGL 101 (Grade C)
SMNR 101	First Year Experience	1	
<u>Humanities and Art</u>			
ENGL 240	Contemporary World Literature	3	ENGL 102
ETHS 150	Ethics and Society	3	
HIST 130	World History I	3	ENGL 101
HIST 131	World History II	3	HIST 130
HUMN 101	Introduction to the Humanities	3	ENGL 101
HUMN 110	Arts and Culture	3	HUMN 101
HUMN 250	Ethics and Society	3	ENGL 102
<u>Natural Sciences and Mathematics</u>			
ENVS 131	Environmental Science with Lab	4	
ITEC 101	Introduction to Information Technology	3	
MATH 120 or	Math Modeling (2013-14 only)	3	
MATH 177	Elementary Statistics	3	
NUTR 250	Nutrition and Disease	3	ENVN 131
PSCI 220	Exploring the Universe	3	ENVN 131
<u>Social and Behavioral Science</u>			
BUSN 101	Introduction to Business	3	
ECON 140	Macroeconomics I	3	MATH 120, MATH 177
ECON 150	Microeconomics I	3	ECON 140
GBLA 101	Introduction to International Relations	3	POLS 110
GBLA 230	International Political Economy		
GEOG 120	World Geography	3	ENGL 101
GEOG 320	World Political Geography	3	GEOG 120, POLS 110
LEGL 101	Introduction to Law and Legal	3	ENGL 101

	Systems		
POLS 110	Introduction to Political Science	3	ENGL 101
PSYC 101	Introduction to Psychology	3	ENGL 101
SOCI 101	Introduction to Sociology	3	ENGL 101
SOCI 300	Cambodian Youth Organizations	3	SOCI 101

3. Writing and Speaking Across the Curriculum

AUPP is committed to developing students who can communicate well, both orally and in writing. The basic skills courses give students the fundamentals of communication. To become proficient, however, students need to continue to practice communication skills. Therefore, it is the policy of AUPP that all courses require at least one written report and one oral presentation.

4. Integration of General/Liberal Studies with Selection of a Major

Entering students will be tested for English proficiency and appointed to either the English preparatory program or to the collegiate level. If additional studies in English are required the student will enroll in English preparation and will take no collegiate courses in the first semester. If the English proficiency is sufficient for collegiate work, the student will be enrolled in three to five courses, depending upon the Calendar and Courses Offered in the first semester of study. Normally, the first courses would be chosen from the options for the General Education/Liberal Studies program. One of the courses will be the First Year Experience and the remainder will be assigned on the basis of course offerings for that semester.

In the spring semester, upon successful completion of the fall courses, the student will continue with the General Education/Liberal Studies courses but will also add a minimum of one course in their selected major. For example, if the student has declared a business major, he or she would take an introductory business course. Each student will enroll in a minimum of five courses (15 units) for the spring and all subsequent semesters while at AUPP. Specific courses taken each semester will be chosen with the assistance of a faculty advisor and a complete plan will be developed to ensure completion of the General Education/Liberal Studies program, a Major and an optional Minor.

Students who are placed in the English preparatory program for the Fall semester, and who successfully complete that program at the collegiate level will enroll in six courses, including the First Year Experience, for a total of 16 units for the Spring semester.

N. Programs

1. Bachelor of Science in Business

a) Program Description

The Business program prepares graduates for success in the world of business, whether in Cambodia, Southeast Asia, or beyond, and offers concentrations in Accounting, Finance, International Business, Management, and Marketing., Business education and the successful pursuit of a business career requires graduates to understand basic economic concepts and mathematical relationships, while at the same time being analytical and able to communicate ideas effectively through written and verbal communications.

Students enrolled in Business develop core competencies in each of the functional areas of business – marketing, finance, accounting and management - in order to understand the inter-relationships among these functional areas and how these relationships can impact the operation and value of an organization.

Concepts from coursework in General Education contribute to students' preparation for a business career by enhancing understanding of the world today and how people think and act in the global marketplace. The professional program in Business focuses on the common body of knowledge in business.

Preparation for a career in today's world requires that graduates have a broad-based education and know how to both learn and appreciate the importance of life-long learning. Building on an understanding of the basic underpinnings of business operations, graduates are able to grasp new ideas, think analytically, communicate effectively, adapt to change, work as a member of a team, value cultural differences, develop strong ethical values and develop respect for the environment in order to work effectively in the environment in which organizations operate.

b) Career Opportunities

The job opportunities with a degree in business are open-ended. A typical graduate will find a broad spectrum of career opportunities in the public (governmental) or private sector; working for large or small firms; local, national, or multi-national organizations; entrepreneurial ventures; family businesses, or large publicly held enterprises. Regardless of the sector of the economy, business skills are necessary and opportunities for business graduates abound.

Job titles vary greatly. Further, over time, career opportunities shift as new technologies are developed and new markets created. A typical graduate today is likely to pursue any number of different opportunities over the course of a career.

c) Program Outcomes

1) Internalizes the importance of lifelong learning

- Ability to update skills and adapt to emerging technologies
- Ability to plan for lifelong learning
- Recognize, structure and assimilate new knowledge as it applies to an organization

2) Demonstrates ability to analyze data, solve problems and think critically

- Demonstrates ability to see the 'big picture' and the interrelationships that exist among factors affecting an outcome
- Able to analyze situations, including 'status quo' and demonstrate ability to adapt to change
- Able to gather, organize and analyze relevant data for decision making and demonstrates ability to take decisions

- 3) Demonstrates ability to communicate effectively
 - Evidences effective oral communications skills
 - Evidences effective writing skills
 - Able to produce technical report
 - Able to make effective presentations
- 4) Demonstrates ethical behavior, social responsibility and cultural diversity within the business environment
 - Demonstrates ability to work in a multi-cultural setting
 - Evidences a commitment to corporate social responsibility
 - Demonstrates personal and organizational integrity as a part of ethical behavior
- 5) Able to analyze and manage the interrelationships among different business functions
 - Evidences basic knowledge relating to each functional area of business
 - Demonstrates basic knowledge of how businesses operate and the contributions made by each functional area of business
 - Demonstrates ability to analyze complex problems and issues
 - Able to cite contributions of each functional area to organizational success

The major consists of 48 units plus 15 units for a minor (Economics or Law) or Electives. The major, with a concentration or minor and including general education, requires a minimum of 124 units.

Bachelor of Science, Business

Program Structure

General Education
Business Major
Minor / Electives

Required Credit (124)

61
48
15
124

General Education Courses (Required: 61 credits)

Students select courses from the list of General Education courses under General Education / Liberal Studies Requirement section of the Catalogue. Required General Education courses for Business Major are BUSN 101, ECON 140, ECON 150, ENGL 101, ENGL 102, ENGL 240, MATH 177 or MATH 120.

Business Major Courses (Required: 48 credits)

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
ACCT 201	Financial Accounting	3	MATH 177 or 120
ACCT 202	Managerial Accounting	3	ACCT 201
BUSN 330	Legal Environment for Business	3	LEGL 101
BUSN 340	Business Communications	3	COMM 103
BUSN 350	Finance	3	ECON 150
BUSN 360	Business Ethics and Social Responsibility	3	ETHS 150
BUSN 370	Management of Information Systems	3	ITEC 101
BUSN 488	Business Internship	3	
BUSN 495	Special Topic (Business)	3	
FINC 301	Principles of Finance	3	ECON 150 & ACCT 202
MATH 190	Pre-Calculus for Business		MATH 177
MATH 200	Business Calculus	3	MATH 190
MGMT 301	Principles of Management	3	ECON 150
MGMT 320	Operations Management	3	MATH 177
MGMT 450	Leadership	3	MGMT 301
MGMT 460	Strategic Management	3	ACCT 201, ACCT 202, BUSN 330, BUSN 360, BUSN 370, MGMT 301
MKTG 301	Principles of Marketing	3	

Minor or Elective Courses (Required 15 Credits)

Minor in Economics (for Business Major)

To complete an Economics minor in Business, 15 ECON units are required in upper division courses - 12 units of required courses, 3 units electives. The courses cannot be used to substitute required or elective courses in the Business major. A 2.00 GPA in ECON courses is also required.

Required Courses (12 credits)

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
ECON 306	Applied business and Economic Statistics	3	MATH 177 or MATH 190
ECON 307	Spreadsheet Modeling for Business Decision Analysis	3	ECON 150 & ECON 306
ECON 425	Managerial Economics	3	ECON 150 & BUSN 320
ECON 440	Money and Banking	3	ECON 140

Select one course from the following (3 credits)

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
ECON 430	International Economics	3	ECON 140 & BUSN 320
ECON 441	Microeconomics II	3	ECON 425 & ECON 426
ECON 442	Macroeconomics II	3	MATH 200 & ECON 450
ECON 467	Economics of the Environment	3	ECON 150
ECON 470	Economics of Development	3	ECON 140 & ECON 150
ECON 480	Comparative Economic Systems	3	ECON 140 & ECON 150
ECON 481	Economics of the Asia Pacific	3	ECON 140 & ECON 150

Minor in Law (for Business Major)

To complete a Law minor in Business, students must take 15 credit hours, at least 12 of which are upper division courses. Of the 15 credit hours, two courses (6 credits hours) are required courses and three courses (9 credit hours) consist of electives courses (from the courses listed below or other courses approved by AUPP). A minimum of 2.0 GPA in minor courses is required for successful completion of the minor. Note: Students must take LEGL 101 (Gen Ed) before taking any other law courses.

Required Courses (6 credits)

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
BUSN 330	Legal Environment for Business	3	

LEGL 200 Legal Writing Research I 3

Select 9 credits from the following:

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
LEGL 230	Environmental Law	3	
LEGL 310	Legal Ethics	3	
LEGL 320	Contract Law	3	
LEGL 325	Tort Law	3	
LEGL 340	Labor Law	3	
LEGL 360	Southeast Asian Law and Legal Systems	3	
LEGL 370	E-Commerce Law	3	
LEGL 390	Negotiation and Dispute Settlement	3	
LEGL 400	Property Law	3	
LEGL 410	Secured Transactions	3	
LEGL 415	Commercial Enterprise (Corporations and Associations)	3	
LEGL 416	Investment Banking Law	3	
LEGL 435	International Law	3	
LEGL 450	Intellectual Property	3	

Degree Pathway for Bachelor of Science, Business

FRESHMAN YEAR

Fall Semester				Spring Semester			
Type	Course Code	Course Name	Credit	Type	Course Code	Course Name	Credit
GE	COMM 103	Oral Communication	3	GE	BUSN 101	Introduction to Business	3
GE	ENGL 101	English Composition I	3	GE	ENGL 102	English Composition II	3
GE	ENVN 131	Environmental Science	3	GE	HIST 130	World History I	3
GE	ITEC 101	Introduction to Information Technology	3	GE	HUMN 101	Introduction to the Humanities	3
GE	MATH 177	Elementary Statistics	3	GE	LEGL 101	Introduction to Law and Legal Systems	3
GE	SEMR 101	First Year Seminar	1				
			16				15

SOPHOMORE YEAR

Fall Semester				Spring Semester			
Type	Course Code	Course Name	Credit	Type	Course Code	Course Name	Credit
GE	ECON 150	Microeconomics	3	GE	ECON 140	Macroeconomics I	3
GE	GEOG 120	World Geography	3	GE	GBLA 230	International Political Economy	3
GE	GBLA 101	Introduction to International Relations	3	GE	HUMN 250	Ethics and Society	3
GE	HIST 131	World History II	3	GE	ENGL 240	Literature	3
GE	HUMN 110	Arts and Culture	3	GE	POLS 110	Introduction to Politics	3
			15				15

JUNIOR YEAR

Fall Semester				Spring Semester			
Type	Course Code	Course Name	Credit	Type	Course Code	Course Name	Credit
Bus Major	ACCT 201	Financial Accounting	3	Bus Major	ACCT 202	Managerial Accounting	3
Bus Major	MATH 200	Business Calculus	3	Bus Major	BUSN 360	Business Ethics & Social Responsibility	3
Bus Major	BUSN 320	Operations Management	3	Bus Major	FINC 301	Principles of Finance	3
Bus Major	BUSN 340	Business Communications	3	Bus Major	MGNT 301	Principles of Management	3
Bus Major	BUSN 350	Finance	3	Bus Major	MKTG 301	Principles of Marketing	3
			15				15

Summer Semester

Type	Course Code	Course Name	Credit
Bus Major	BUSN 488	Business Internship	3
			3

SENIOR YEAR (Minor in Economics)

Fall Semester				Spring Semester			
Type	Course Code	Course Name	Credit	Type	Course Code	Course Name	Credit
Elective	Elective	[ECON 306]	3	Elective	Elective	[ECON 307]	3
Bus Major	BUSN 370	Management Information Systems	3	Elective	Elective	[ECON 425]	3
Bus Major	MGMT 320	Operations Management	3	Elective	Elective	[ECON 440]	3
Bus Major	MGMT 450	Leadership	3	Elective	Elective	[ECON 430]	3
Bus Major	MGMT 450	Strategic Management	3	Bus Major	BUSN 495	Special Topic (Business)	3

SENIOR YEAR (Minor in Law)				SENIOR YEAR (Minor in Law)			
Fall Semester				Spring Semester			
Type	Course Code	Course Name	Credit	Type	Course Code	Course Name	Credit
Elective	Elective	[LEGL 200]	3	Elective	Elective	[BUSN 330]	3
Bus Major	BUSN 370	Management Information Systems	3	Elective	Elective	[LEGL 310]	3
Bus Major	MGMT 320	Operations Management	3	Elective	Elective	[LEGL 320]	3
Bus Major	MGMT 450	Leadership	3	Elective	Elective	[LEGL 325]	3
Bus Major	MGMT 460	Strategic Management	3	Bus Major	BUSN 495	Special Topic (Business)	3
			15				15

Note:

- (1) A Degree Pathway is a semester-by-semester sequence of courses recommended for successful completion of an undergraduate degree.
- (2) This degree pathway is a sample plan only. Requirements may be subject to change based on catalogue year, placement tests. The official degree requirements are found in the University Catalogue which students should refer to for specific requirements for graduation. Student on normal progression are expected to take five courses each semester.
- (3) Students are advised to choose 5 courses each semester.
- (4) Student normally select a minor before the start of the senior year.

2. Bachelor of Arts in Global Affairs

a) Program Description

The mission of the program is to prepare students for global leadership and service and to train the next generation of policy leaders to tackle the complex issues of a globalized world. It is intended for individuals who want to be policymakers at the national, regional, and local government agencies, international organizations, non-governmental organizations and multinational corporations.

The Global Affairs program provides students an understanding of current challenges in the ASEAN region and around the world. The program provides an opportunity to study crucial contemporary issues--conflict among and within nations, democratization, economic and political globalization, regional conflicts and the emerging importance of non-state actors; as well as analysis of foreign and economic policy making and security issues in the region and on a global scale.

b) Career Opportunities

The Global Affairs Program offers a solid foundation for entering the work force or for graduate studies. The program prepares students for career opportunities with government agencies dealing with foreign affairs, international security, and the international economy; with multinational corporations, banks, and consulting firms; and with international organizations. The program also provides preparation for programs in international law and business and for graduate study in more specialized fields.

c) Program Outcomes

At the completion of the major in Global Affairs, graduate will be able to:

- Identify, describe and define basic factual information and analytical concepts concerning global issues.
- Analyze issues and phenomena using relevant social science concepts, theories, and methods
- Use argument and evidence effectively to communicate original analysis of social, political, economic and cultural phenomena.
- Construct well-reasoned solutions or conclusions; test and defend conclusions against relevant criteria and standards.
- Critically analyze one's own thinking by identifying presumptions, values and viewpoints as well as problems, inconsistencies and unanswered questions.
- Conceive and defend alternative hypotheses and viewpoints; offer and explain reasons for provisionally rejecting or accepting them.
- Demonstrate an understanding of the meaning of ethical conduct in a variety of global contexts, and exhibit a personal adherence to ethical comportment in academic and interpersonal relationships.

Bachelor of Arts, Global Affairs

Program Structure	Required Credit (124)
General Education	61
Global Affairs Major	48
Minor / Electives	15
	124

General Education Courses (Required: 61 credits)

Students select courses from the list of General Education courses under General Education / Liberal Studies Requirement section of the Catalogue. Required General Education courses for Global Affairs Major are GBLA 101, POLS 110.

Global Affairs Major Courses - Required (48 Credits)

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
GBLA 220	Introduction to Comparative Politics	3	POLS 110
GBLA 230	International Political Economy	3	POLS 110
GBLA 301	Political Theory	3	POLS 110
GBLA 305	Social Science Research Method and Design	3	MATH 120, or MATH 177
GBLA 310	International Organizations	3	GBLA 101
GBLA 320	Southeast Asian Comparative Politics	3	GBLA 220 and GBLA 370
GBLA 340	Principles of Sustainable Development	3	GBLA 230
GBLA 350	Environment and Development	3	GBLA 230
GBLA 360	Comparative Social Movements	3	GBLA 220
GBLA 370	Geography of Southeast Asia	3	GEOG 120
GBLA 380	Peace and Conflict Studies	3	GBLA 101
GBLA 410	Political Development and Democratization	3	GBLA 220
GLBA 431	The Political Economy of Southeast Asia (or Elective)	3	GBLA 230 and GBLA 370
GBLA 433	Globalization	3	GBLA 230
GBLA 460	Gender in Development	3	GBLA 340 and GBLA 360
GBLA 481	International security, Terrorism, and Defense	3	GBLA 101
GBLA 482	Foreign Policy	3	
GBLA 485	International Law	3	
GBLA 490	Capstone Course	3	
GBLA 495	Special Topic (Global Affairs)	3	
GBLA 496	Global Affairs Internship	3	

Minor / Elective Courses (Required 15 Credits)

Minor in Economics (for non-Business Major)

A total of 15 units are required in upper division ECON courses that must be taken in residence. These units consist of 9 units of required courses and 6 units of elective courses. To complete the Minor in Economics for non-Business majors, a student must maintain a 2.00 GPA in all ECON courses.

Required

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
ECON 440	Money and Banking	3	
ECON 441	Microeconomics II	3	
ECON 442	Macroeconomics II	3	

Electives *Select 6 credits from the following:*

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
ECON 306	Applied business and Economic Statistics	3	
ECON 307	Spreadsheet Modeling for Business Decision Analysis	3	
ECON 425	Managerial Economics	3	
ECON 430	International Economics	3	

ECON 467	Economics of the Environment	3
ECON 470	Economics of Development	3
ECON 480	Comparative Economic Systems	3
ECON 481	Economics of the Asia Pacific	3

Minor in Law (for Global Affairs Major)

To complete a Law minor in Global Affairs, students must take 15 credit hours, at least 12 of which are upper division courses. Of the 15 credit hours, two courses (6 credits hours) are required courses and three courses (9 credit hours) consist of electives courses (from the courses listed below or other courses approved by AUPP). A minimum of 2.0 GPA in minor courses is required for successful completion of the minor. Note: Students must take LEGL 101 (Gen Ed) before taking any other law courses.

Required

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
LEGL 390	Negotiation and Dispute Settlement	3	
LEGL 200	Legal Writing Research I	3	

Electives Select 9 credits from the following:

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
LEGL 230	Environmental Law	3	
LEGL 310	Legal Ethics	3	
LEGL 320	Contract Law	3	
LEGL 325	Contract Law & Torts	3	
LEGL 330	Criminal Law: General Principles	3	
LEGL 340	Labor Law	3	
LEGL 400	Property Law	3	
LEGL 415	Commercial Enterprise (Corporations and Associations)	3	
LEGL 420	Civil Procedure	3	
LEGL 430	Constitutional Law	3	
LEGL 435	International Law (Private and Public)	3	
LEGL 440	Human Rights Law	3	
LEGL 450	Intellectual Property	3	
BUSN 330	Legal Environment for Business	3	
LEGL 390	Negotiation and Dispute Settlement	3	
LEGL 360	Southeast Asian Law and Legal Systems	3	
LEGL 380	Genocide	3	
LEGL 385	Gender and the Law	3	

Degree Pathway for Bachelor of Arts, Global Affairs

FRESHMAN YEAR

<u>Fall Semester</u>				<u>Spring Semester</u>			
<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GE	COMM 103	Oral Communication	3	GE	BUSN 101	Introduction to Business	3
GE	ENGL 101	English Composition I	3	GE	ENGL 102	English Composition II	3
GE	ENVN 131	Environmental Science	3	GE	HIST 130	World History I	3
GE	ITEC 101	Introduction to Information Technology	3	GE	HUMN 101	Introduction to the Humanities	3
GE	MATH 177	Elementary Statistics	3	GE	LEGL 101	Introduction to Law and Legal Systems	3
GE	SEMR 101	First Year Seminar	1				
			16				15

SOPHOMORE YEAR

<u>Fall Semester</u>				<u>Spring Semester</u>			
<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GE	ECON 150	Microeconomics	3	GE	ECON 140	Macroeconomics I	3
GE	GEOG 120	World Geography	3	GE	GBLA 230	International Political Economy	3
GE	GBLA 101	Introduction to International Relations	3	GE	HUMN 250	Ethics and Society	3
GE	HIST 131	World History II	3	GE	ENGL 240	Literature	3
GE	HUMN 110	Arts and Culture	3	GE	POLS 110	Introduction to Politics	3
			15				15

JUNIOR YEAR

<u>Fall Semester</u>				<u>Spring Semester</u>			
<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GBLA Major	GBLA 230	International Political Economy	3	GBLA Major	GBLA 301	Political Theory	3
GBLA Major	GBLA 305	Social Research Metds & Design	3	GBLA Major	GBLA 320	SE Asian Comparative Politics	3
GBLA Major	GBLA 310	International Organizations	3	GBLA Major	GBLA 350	Environment and Development	3
GBLA Major	GBLA 340	Principles of Sustainable Devm	3	GBLA Major	GBLA 380	Peace and Conflict Studies	3
GBLA Major	GBLA 370	Geography of Southeast Asia	3	GBLA Major	GLBA 482	Foreign Policy	3
			15				15

Summer Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GBLA Major	GBLA 496	Global Affairs Internship	3

SENIOR YEAR (Minor in Economics)

<u>Fall Semester</u>				<u>Spring Semester</u>			
<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GBLA Major	GBLA 360	Comparative Social Movements	3	GBLA Major	GBLA 460	Gender in Development	3
GBLA Major	GBLA 410	Political Devm and Democratization	3	GBLA Major	GBLA 490	Capstone Course	3
GBLA Major	GBLA 433	Globalization	3	Elective	Elective	[ECON 307]	3
Elective	Elective	[ECON 306]	3	Elective	Elective	[ECON 441]	3
Elective	Elective	[ECON 440]	3	Elective	Elective	[ECON 442]	3
			15				15
SENIOR YEAR (Minor in Law)							

Fall Semester				Spring Semester			
Type	Course Code	Course Name	Credit	Type	Course Code	Course Name	Credit
GBLA Major	GBLA 360	Comparative Social Movts	3	GBLA Major	GBLA 460	Gender in Development	3
GBLA Major	GBLA 410	Political Dev & Democratization	3	GBLA Major	GBLA 490	Capstone Course	3
GBLA Major	GBLA 433	Globalization	3	Elective	Elective	[LEGL 310]	3
Elective	Elective	[LEGL 200]	3	Elective	Elective	[LEGL 320]	3
Elective	Elective	[BUSN 330]	3	Elective	Elective	[LEGL 325]	3
			15				15

Note:

(1) A Degree Pathway is a semester-by-semester sequence of courses recommended for successful completion of an undergraduate degree.

(2) This degree pathway is a sample plan only. Requirements may be subject to change based on catalogue year, placement tests. The official degree requirements are found in the University Catalogue which students should refer to for specific requirements for graduation. Student on normal progression are expected to take five courses each semester.

(3) Students are advised to choose 5 courses each semester.

(4) Student normally select a minor before the start of the senior year.

3. Bachelor of Science in Information Technology Management

a) Program Description

The Information Technology Management (ITM) program is designed to develop professionals in emerging and converging information and communication technologies. A degree in ITM produces graduates who can organize business processes to support the strategic corporate needs, demands and goals at the management level. The program is designed to bridge the gap between problems of business and the capabilities of information technology, while aligning the technology with business strategies. Students enhance their critical thinking, problem solving, and analytical skills with knowledge of management principles. The program is a balance of technology, management, communications and the liberal arts.

In addition to General Education requirements of the university, The ITM major will require 45 units of advanced study plus 15 units of electives for completion of a chosen minor or concentration. Students in ITM are also required to complete co-requisite courses in math (algebra, calculus, and/or statistics), and lab courses in science. Completion of the program will also require demonstration of technical writing ability, a senior project, and an internship.

b) Career Opportunities

Students are prepared for positions in technology and management fields, such as, for example, local and national government, telecommunications, financial institutions, corporate or educational IT units, private business and NGO's. Graduates will have the necessary knowledge, experience and skills to enter technology related careers in business and management. Job opportunities include, but are not limited to: business, management and systems analyst; IT and project management; IT director; information management specialist; database or web administrator; network administrator; software or computer applications specialist; IT security officer; and, data scientist.

c) Program Outcomes

- Demonstrate technical competence in core areas of information technology management.
- Analyze data to support managerial decision-making processes in an organizational setting.
- Demonstrate an ability to manage information technology projects.
- Communicate effectively in professional settings.
- Recognize the importance of lifelong education and learning.
- Understand professional, ethical and social issues and responsibility.

Bachelor of Science, Information Technology Management

Program Structure	Required Credit (124)
General Education	61
Information Technology Major	48
Minor / Electives	15
	124

General Education Courses (Required: 61 credits)

Students select courses from the list of General Education courses under General Education / Liberal Studies Requirement section of the Catalogue. Required General Education courses for Information Technology Management Major are BUSN 101, ENGL 101, ENGL 102, ITEC 101, MATH 177 or MATH 120.

Information Technology Management Major Courses - Required (48 Credits)

<i>Course Code</i>	<i>Course Name</i>	<i>Credit</i>	<i>Pre-requisite</i>
BUSN 340	Business Communications	3	COMM 103
BUSN 360	Business Ethics & Social Responsibility	3	ETHS 150
BUSN 370	Management of Information Systems	3	ITEC 101
ITM 201	Java Programming I	3	ENGL 101
ITM 202	Java Programming II	3	ITM 201
ITM 210	Introduction to Software Engineering	3	
ITM 220	Software Quality Management	3	
ITM 310	Database Management Systems	3	ITEC 101
ITM 320	Computer Networking	3	ITEC 101
ITM 330	Human Computer Interaction	3	ITEC 101
ITM 340	Mathematics for Computing	3	
ITM 350	Project Management (ITM)	3	
ITM 410	Business System Analysis and Design	3	ITM 310, ITM 320, ITM 330, BUSN 370
ITM 420	Information Assurance and Security	3	ITM 310, ITM 320, BUSN 370
ITM 430	Information Systems Incident Response and Contingency Planning	3	ITM 310, ITM 320, ITM 410, BUSN 370
ITM 440	Business Intelligence and Decision Support Analytic	3	ITM 310, BUSN 370
ITM 450	Data Warehousing and Datamining	3	
ITM 460	Information Technology for Logistics and Supply Chain Management	3	
ITM 470	Knowledge Management System	3	
ITM 480	E-Commerce	3	
ITM 488	Internship (ITM)	3	
ITM 490	Capstone System Design / Implementation	3	BUSN 370, ITM 310, ITM 320, ITM 430
ITM 495	Special Topic (ITM)	3	
MATH 200	Business Calculus	3	MATH 190
MATH 230	Discrete Mathematics	3	
MGMT 320	Operations Management	3	MATH 177

Minor / Elective Courses (Required 15 Credits)

Minor in Economics (for non-Business Major)

A total of 15 units are required in upper division ECON courses that must be taken in residence. These units consist of 9 units of required courses and 6 units of elective courses. To complete the Minor in Economics for non-Business majors, a student must maintain a 2.00 GPA in all ECON courses.

Required

<i>Course Code</i>	<i>Course Name</i>	<i>Credit</i>	<i>Pre-requisite</i>
ECON 440	Money and Banking	3	ECON 140
ECON 441	Microeconomics II	3	ECON 425, ECON 426
ECON 442	Macroeconomics II	3	MATH 200, ECON 440

Electives Select 6 credits from the following:

<i>Course Code</i>	<i>Course Name</i>	<i>Credit</i>	<i>Pre-requisite</i>
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Code

ECON 306	Applied business and Economic Statistics	3	MATH 177, or MATH 190
ECON 307	Spreadsheet Modeling for Business Decision Analysis	3	ECON 150, ECON 306
ECON 425	Managerial Economics	3	ECON 150, BUSN 320
ECON 430	International Economics	3	ECON 140, BUSN 320
ECON 467	Economics of the Environment	3	ECOM 150
ECON 470	Economics of Development	3	ECON 140, ECON 150
ECON 480	Comparative Economic Systems	3	ECON 140, ECON 150
ECON 481	Economics of the Asia Pacific	3	ECON 140, ECON 150

Degree Pathway for Bachelor of Science, Information Technology Management

FRESHMAN YEAR

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GE	COMM 103	Oral Communication	3
GE	ENGL 101	English Composition I	3
GE	ENVN 131	Environmental Science	3
GE	ITEC 101	Introduction to Information Technology	3
GE	MATH 177	Elementary Statistics	3
GE	SEMR 101	First Year Seminar	1
			16

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GE	BUSN 101	Introduction to Business	3
GE	ENGL 102	English Composition II	3
GE	HIST 130	World History I	3
GE	HUMN 101	Introduction to the Humanities	3
GE	LEGL 101	Introduction to Law and Legal Systems	3
			15

SOPHOMORE YEAR

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GE	ECON 150	Microeconomics	3
GE	GEOG 120	World Geography	3
GE	GBLA 101	Introduction to International Relations	3
GE	HIST 131	World History II	3
GE	HUMN 110	Arts and Culture	3
			15

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GE	ECON 140	Macroeconomics I	3
GE	GBLA 230	International Political Economy	3
GE	HUMN 250	Ethics and Society	3
GE	ENGL 240	Literature	3
GE	POLS 110	Introduction to Politics	3
			15

JUNIOR YEAR

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
ITM Major	BUSN 340	Business Communications	3
ITM Major	ITM 201	Java Programming I	3
ITM Major	ITM 330	Human Computer Interaction	3
ITM Major	ITM 340	Mathematics for Computing	3
ITM Major	ITM 350	Project Management (ITM)	3
ITM Major	MATH 230	Discrete Mathematics	3*
			15

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
ITM Major	BUSN 360	Business Ethics & Social Responsibility	3
ITM Major	ITM 202	Java Programming II	3
ITM Major	ITM 320	Computer Network	3
ITM Major	MGMT 320	Operations Management	3
ITM Major	BUSN 370	Management Information Systems	3
			15

Summer Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
ITM Major	ITM 488	IYM Internship	3
			3

SENIOR YEAR [Minor in Economics]

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
ITM Major	ITM 410	Business System Analysis and Design	3
ITM Major	ITM 420	Business Intelligence Analysis	3
ITM Major	ITM 430	Business System Analysis and Design	3
Elective	Elective	[ECON 306 Applied Business and Economic Statistics]	3
Elective	Elective	[ECON 440 Money and	3

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
ITM Major	ITM 440	Business Intelligence and Decision Support Analytic	3
ITM Major	ITM 450	Data Warehousing and Datamining	3
Elective	Elective	[ECON 307 Spreadsheet Modelling for Business Decision Analysis]	3
Elective	Elective	[ECON 441 Microeconomics II]	3
Elective	Elective	[ECON 442 Macroeconomics	3

Note:

(1) A Degree Pathway is a semester-by-semester sequence of courses recommended for successful completion of an undergraduate degree.

(2) This degree pathway is a sample plan only. Requirements may be subject to change based on catalogue year, placement tests. The official degree requirements are found in the University Catalogue which students should refer to for specific requirements for graduation. Student on normal progression are expected to take five courses each semester.

(3) Students are advised to choose 5 courses each semester.

(4) Student normally selects a minor before the start of the senior year.

4. Bachelor of Arts in Law

a) Program Description

Law is a demanding career in which the ability to analyze information and provide solutions to clients is critical to success. The Law Program at AUPP is grounded in ethics and provides a wide range of course options.

The program includes courses in the different types of law (civil and criminal). Students also take courses in evidence, legal research and lawyering skills. The program includes specific courses on Cambodian, ASEAN and International Law. In addition, students have the opportunity to practice what they learn in internships.

b) Career Opportunities

The Bachelor of Arts in Law program prepares graduates for success in careers in private firms, legal departments, NGOs, IGOs or government. Students enrolled in the B.A., Law program are expected to develop core competencies in the areas of knowledge, analysis, cultural sensitivity, and professionalism.

c) Program Outcomes

Graduates from the American University of Phnom Penh with a Bachelor of Arts in Law degree will be able to demonstrate the attributes of effective, responsible lawyers and have achieved the following learning outcomes:

- acquisition of intellectual and analytical skills
- attainment of core knowledge of the law
- attainment of core understanding of the law
- acquisition of professional skills
- practice of professionalism
- ability to learn and recognition of the importance of lifelong learning
- ability to analyze data, to solve problems, and to think critically
- ability to communicate effectively

Bachelor of Arts, Law

Program Structure

General Education	61	Required Credit (124)
Law Major	48	
Minor / Electives	15	
	124	

General Education Courses (Required: 61 credits)

Students select courses from the list of General Education courses under General Education / Liberal Studies Requirement section of the Catalogue. LEGL 101.

Law Major Courses (Required: 48 credits)

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
LEGL 200	Legal Writing / Research I	3	
LEGL 210	Legal Writing / Research II	3	LEGL 200
LEGL 310	Legal Ethics	3	
LEGL 320	Contract Law	3	
LEGL 325	Tort Law	3	
LEGL 330	Criminal Law: General Principles	3	
LEGL 331	Criminal Procedure (Common Law and Evidence)	3	LEGL 200
LEGL 333	Moot Court I	3	LEGL 330
LEGL 340	Labor Law	3	
LEGL 350	Family Law	3	
LEGL 400	Property Law	3	
LEGL 415	Commercial Enterprise	3	
LEGL 420	Civil Procedure	3	
LEGL 430	Constitutional Law	3	
LEGL 435	International (Private and Public) Law	3	
LEGL 488	Legal Internship	3	

Elective Courses

LEGL 230	Environmental Law
LEGL 335	Moot Court II
LEGL 360	Southeast Asian Law and Legal Systems
LEGL 370	E-Commerce Law
LEGL 380	Genocide
LEGL 385	Gender and the Law
LEGL 390	Negotiation and Dispute Settlement
LEGL 410	Secured Transactions
LEGL 415	Investment Banking Law
LEGL 440	Human Rights Law
LEGL 450	Intellectual Property
LEGL 495	Special Topic (Law)

Minor / Elective Courses (Required 15 Credits)

Minor in Economics (for non-Business Major)

A total of 15 units are required in upper division ECON courses that must be taken in residence. These units consist of 9 units of required courses and 6 units of elective courses. To complete the Minor in Economics for non-Business majors, a student must maintain a 2.00 GPA in all ECON courses.

Required

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
ECON 440	Money and Banking	3	ECON 140
ECON 441	Microeconomics II	3	ECON 425, ECON 426
ECON 442	Macroeconomics II	3	MATH 200, ECON 440

Electives *Select 6 credits from the following:*

<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>	<u>Pre-requisite</u>
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ECON 306	Applied business and Economic Statistics	3	MATH 177, or MATH 190
ECON 307	Spreadsheet Modeling for Business Decision Analysis	3	ECON 150, ECON 306
ECON 425	Managerial Economics	3	ECON 150, BUSN 320
ECON 430	International Economics	3	ECON 140, BUSN 320
ECON 467	Economics of the Environment	3	ECPM 150
ECON 470	Economics of Development	3	ECON 140, ECON 150
ECON 480	Comparative Economic Systems	3	ECON 140, ECON 150
ECON 481	Economics of the Asia Pacific	3	ECON 140, ECON 150

Degree Pathway for Bachelor of Arts, Law

FRESHMAN YEAR

Fall Semester

Type	Course Code	Course Name	Credit
GE	COMM 103	Oral Communication	3
GE	ENGL 101	English Composition I	3
GE	ENVN 131	Environmental Science	3
GE	LEGL 101	Introduction to Law and Legal Systems	3
GE	MATH 177	Elementary Statistics	3
GE	SEMR 101	First Year Seminar	1
			16

Spring Semester

Type	Course Code	Course Name	Credit
GE	BUSN 101	Introduction to Business	3
GE	ENGL 102	English Composition II	3
GE	HIST 130	World History I	3
GE	HUMN 101	Introduction to the Humanities	3
GE	ITEC 101	Introduction to Information Technology	3
			15

SOPHOMORE YEAR

Fall Semester

Type	Course Code	Course Name	Credit
GE	GEOG 120	World Geography	3
GE	GBLA 101	Introduction to International Relations	3
GE	HIST 131	World History II	3
GE	HUMN 110	Arts and Culture	3
Law Major	LEGL 200	Legal Writing and Research I	3
			15

Spring Semester

Type	Course Code	Course Name	Credit
GE	GBLA 230	International Political Economy	3
GE	HUMN 250	Ethics and Society	3
GE	ENGL 240	Literature	3
GE	POLS 110	Introduction to Politics	3
Law Major	LEGL 210	Legal Writing and Research II	3
			15

JUNIOR YEAR

Fall Semester

Type	Course Code	Course Name	Credit
GE	ECON 150	Microeconomics	3
Law Major	LEGL 320	Contract Law	3
Law Major	LEGL 325	Tort Law	3
Law Major	LEGL 330	Criminal Law: General Principles	3
Elective		[Elective]	3
			33

Spring Semester

Type	Course Code	Course Name	Credit
GE	ECON 140	Macroeconomics I	3
Law Major	LEGL 331	Criminal Procedure	3
Law Major	LEGL 430	Constitutional Law	3
Law Major	LEGL 435	International Law	3
Elective		[Elective]	3
			15

Summer Semester

Type	Course Code	Course Name	Credit
Law Major	LEGL 488	Legal Internship	3
			3

SENIOR YEAR [Minor in Economics]

Fall Semester

Type	Course Code	Course Name	Credit
Law Major	LEGL 333	Moot Court I	3
Law Major	LEGL 340	Labor Law	3
Law Major	LEGL 400	Property Law	3
Law Major	LEGL 420	Civil Procedure	3
Elective		[Elective]	3
			15

Spring Semester

Type	Course Code	Course Name	Credit
Law Major	LEGL 310	Legal Ethics	3
Law Major	LEGL 350	Family Law	3
Law Major	LEGL 415	Commercial Enterprise	3
Law Major	LEGL 450	Intellectual Property	3
Elective		[Elective]	3
			15

Note:

(1) A Degree Pathway is a semester-by-semester sequence of courses recommended for successful completion of an undergraduate degree.

(2) This degree pathway is a sample plan only. Requirements may be subject to change based on catalogue year, placement tests. The official degree requirements are found in the University Catalogue which students should refer to for specific requirements for graduation. Student on normal progression are expected to take five courses each semester.

(3) Students are advised to choose 5 courses each semester.

(4) Student normally selects a minor before the start of the senior year.

5. Bachelor of Arts, Architecture

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a) Program Description

The Bachelor of Arts in Architecture aim to provide an architectural education to train a new generation of architects in theory and in practice to lead and shape our future living environment.

Through the use of new digital tools and innovation in architectural and urban design, students will learn to adopt an ecological approach to design sustainable buildings and cities for the future.

Our graduates are expected to be able to navigate the demands of the profession, and the dynamism and challenges the environment presents.

This is a five-year program.

b) Career Opportunities

There is a diverse range of job opportunities for graduates with a degree in architecture. A typical graduate will find a broad spectrum of career opportunities in the public (governmental) or private sector. A typical graduate today is likely to pursue any number of different opportunities over the course of a career including but not limited to architect, real estate developer, interior and spatial designer, building surveyor, commercial or residential surveyor, higher education lecturer, historic building inspector or conservation officer, landscape architect, planning and development surveyor, production designer, structural engineer, or town planner.

c) Program Outcomes

Students will focus on design ideas, innovation and conceptualization from the theoretical framework. Students need to adopt technological know-how and evidence based research in dealing with sustainability in architecture. Through the use of new digital tools and innovation in architectural and urban designing, students will learn to adopt an ecological approach to design sustainable buildings and cities for the future.

Graduates are expected to be able to navigate the demands of the profession, and the dynamism and challenges the environment presents.

Students are required to take all essential modules offered in the semester to which they have progressed, provided they have passed the relevant prerequisites. In addition, they may take modules to satisfy University and other requirements.

Bachelor of Arts, Architecture

Program Structure

General Education
Architecture Major
Electives

Required Credit (175)

31
126
18
175

General Education Courses (Required: 31 credits)

BUSN 340	Business Communications	3
COMM 103	Oral Communications	3
ENGL 101	English Composition I	3
ENGL 102	English Composition II	3
GEOG 120	World Geography	3
HIST 130	World History I	3
HIST 131	World History II	3
HUMN 101	Introduction to the Humanities	3
LEGL 230	Environmental Law	3
MATH 200	Business Calculus	3
SMNR 101	First Year Seminar	1

Architecture Major Courses (Required: 126 credits)

ADS 101	Architectural Design studio 1	6
ADS 102	Advanced Mathematics	3
ADS 103	History of Art & Design	3
ADS 105	Architectural Design Studio 2	6
ADS 201	Architectural Design Studio 3	6
ADS 202	Building Control Systems 1	3
ADS 205	Architectural Design Studio 4	6
ADS 206	Building Materials and methodology 1	3
ADS 208	Project Management	3
ADS 209	Introduction to Landscape Architecture	3
ADS 210	Structure Principle 1	3
ADS 211	Interior Design	3
ADS 301	Architectural Design studio 5	6
ADS 302	Digital Modelling & Simulation	3
ADS 303	Theory of Urban Design & Planning	3
ADS 305	Architectural Design Studio 6	6
ADS 306	Building Materials and methodology 2	3
ADS 310	Structure Principle 2	3
ADS 311	Structure Principle 3	3
ADS 401	Architectural Design Studio 7	6
ADS 402	Building Control Systems 2	3
ADS 404	Green Design and Urban Planning	3
ADS 405	Architectural Design Studio 8	6
ADS 408	Architectural Construction	3
ADS 409	Indoor Environmental Quality	3
ADS 418	Building Energy Performance	3
ADS 488	Internship I (Architecture)	3
ADS 489	Internship II (Architecture)	3
ADS 496	Capstone Course (Architecture)	3
ADS 501	Advanced Architectural Design	6

ADS 502	Material Fabrication	3
ADS 503	Climate Design Architecture	3
GBLA 305	Social Science Research Method and Design	3

Elective Courses (Required 18 Credits)

GER 204	Communication in Art/Design	3
GER 212	Entrepreneurship	3
GER 313	Human Resource Management	3
GER 314	Building Information Modelling	3
GER 504	Professional Practice	3
GER 505	Strategies for Sustainable Architecture	3

Degree Pathway for Bachelor of Arts, Architecture

FRESHMAN YEAR

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
GE	ENGL 101	English Composition I	3
Arch Maj	ADS103	History of Art & Design	3
Arch Maj	ADS102	Advanced Mathematics	3
Arch Maj	ADS101	Architectural Design studio 1	6
GE	SMNR 101	First Year Seminar	1
			16

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS105	Architectural Design Studio 2	6
GE	ENGL 102	English Composition II	3
GE	HIST 130	World History I	3
GE	HUMN 101	Introduction to the Humanities	3
			15

SOPHOMORE YEAR

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS201	Architectural Design Studio 3	6
Arch Maj	ADS202	Building Control Systems 1	3
Arch Maj	ADS208	Project Management	3
Arch Maj	ADS209	Introduction to Landscape Architecture	3
Arch Maj	ADS206	Building Materials and methodology 1	3
			18

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS205	Architectural Design Studio 4	6
Arch Maj	ADS210	Structure Principle 1	3
Arch Maj	ADS211	Interior Design	3
GE	GEOG 120	World Geography	3
GE	LEGL 230	Environmental Law	3
			18

JUNIOR YEAR

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS301	Architectural Design studio 5	6
Arch Maj	ADS310	Structure Principle 2	3
Arch Maj	ADS306	Building Materials and methodology 2	3
Elective	GER212	GER – Entrepreneurship	3
Elective	GER204	GER – Communication in Art/Design	3
			18

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS305	Architectural Design Studio 6	6
Arch Maj	ADS302	Digital Modelling & Simulation	3
Arch Maj	ADS303	Theory of Urban Design & Planning	3
GE	HIST 131	World History II	3
Arch Maj	ADS311	Structure Principle 3	3
			18

Summer Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS 488	Internship I (Architecture)	3
			3

SENIOR YEAR (One)

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS401	Architectural Design Studio 7	6
Arch Maj	ADS408	Architectural Construction	3
Arch Maj	ADS404	Green Design and Urban Planning	3
Arch Maj	ADS402	Building Control Systems 2	3
GE	COMM 103	Oral Communications	3
			18

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS405	Architectural Design Studio 8	6
Arch Maj	ADS409	Indoor Environmental Quality	3
GE	BUSN 340	Business Communications	3
Arch Maj	ADS418	Building Energy Performance	3
GE	MATH 200	Business Calculus	3
			18

Summer Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS 489	Internship II (Architecture)	3

3

SENIOR YEAR (Two)

Fall Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	ADS501	Advanced Architectural Design	6
Arch Maj	ADS502	Material Fabrication	3
Arch Maj	ADS503	Climate Design Architecture	3
Elective	GER313	GER – Human Resource Management	3
Elective	GER314	GER – Building Information Modelling	3

18

Spring Semester

<u>Type</u>	<u>Course Code</u>	<u>Course Name</u>	<u>Credit</u>
Arch Maj	GBLA 305	Social Science Research Method and Design	3
Elective	GER504	GER – Professional Practice	3
Arch Maj	ADS 496	Capstone Course (Architecture)	3
Elective	GER505	GER – Strategies for Sustainable Architecture	3

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6. Bachelor of Arts, Communication (Advertising) [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 86 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

7. Bachelor of Arts, Communication (Public Relations) [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 89 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

8. Bachelor of Arts, English [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 97 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

9. Bachelor of Fine Arts, Graphic Design [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 78 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

10. Bachelor of Fine Arts, Interior Design [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 79 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

11. Bachelor of Science, Computer Science (Business) [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 384 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

12. Bachelor of Science, Organizational Leadership [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 121 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

13. Bachelor of Science, Tourism and Hospitality Management [FHSU – AUPP]

The program is offered under a cooperative agreement with Fort Hays State University (FHSU) for dual degrees. Program details can be found in the FHSU Catalog.

Fort Hays State University (FHSU) website : <https://www.fhsu.edu/>.

Fort Hays State University Catalogue Page 228 : <https://unicat-web.fhsu.edu/Catalog/ViewCatalog.aspx>

O. Minor

1. Minor in Economics for Business Major

The minor in Economics is available for students majoring in Business. The goal of the Economics minor for Business majors is to equip students with the analytical and technical tools for careers in the public and private sectors of a dynamically changing global economy. The Economics minor certifies the transmission of economic concepts, theories and methods that constitute the necessary knowledge and skills to prepare students for entry level positions in business economics and related fields.

a) Program Goals

- Master basic principles of general economics, particularly microeconomics applicable to management of a business;
- Interpret, analyze, and evaluate evidence to construct valid business arguments;
- Apply quantitative methods to analyze economic problems and public policy issues;
- Formulate and test hypotheses using statistical methods;
- Use modern technological skills to facilitate the development of solutions in the conduct of business operations;
- Communicate business analyses effectively.

b) Learning Outcomes

The student who takes the Economics minor must demonstrate competency in explaining microeconomic theory that is applied to business management and macroeconomic theory regarding money, banking, and monetary policy. Upon completion of the minor, students will be able to:

- Formulate economic models for micro- and macro- economic analyses
- Demonstrate the working of the monetary economy and behavior of economic agents, and how these can be affected by public policy changes
- Conduct empirical analysis of different economic and business issues
- Perform descriptive statistics, compute probability, and demonstrate elements of hypothesis testing
- Analyze the results of statistical procedures and apply optimal quantitative methods to solve daily organization specific problems
- Use standard computer software packages to analyze data

To complete the minor, fifteen (15) ECON units are required in upper division courses that must be taken in residence. These units consist of twelve (12) units of required courses and 3 units of electives. The courses cannot be used to substitute required or elective courses in the Business major. A 2.00 GPA in ECON courses is also required.

2. Minor in Economics for Non-Business Majors

The Minor in Economics for non-Business majors is available for students majoring in areas other than Business. The purpose of the minor is to equip students with the analytical and technical tools for careers in the public and private sectors of a dynamically changing global economy.

Students who complete the this minor demonstrate competency in explaining micro-economic and macro-economic theories, money, banking, and monetary policy, while demonstrating knowledge in two areas of economics as indicated in the list of economics electives for non-Business majors.

a) Program Goals

- Master basic principles of general economics, particularly microeconomics applicable to management of a business;
- Apply scientific methods to analyze economic problems and public policy issues in order to offer effective solutions;
- Formulate and test hypotheses using statistical methods;
- Use modern technological skills to facilitate the development of solutions in the conduct of business operations;
- Communicate economic analyses effectively;

b) Learning Outcomes

The program is designed to develop competency to:

- Demonstrate the working of a typical modern monetary economy in a global setting;
- Describe the role and function of markets and their participants as consumers and producers in both domestic and global settings;
- Conduct empirical analyses of economic issues;
- Consult corporate, governmental, and non-profit organizations;
- Apply modern technological tools to collect and analyze data;
- Communicate analyses of economic issues effectively.

A total of fifteen (15) units are required in upper division ECON courses that must be taken in residence. These units consist of nine (9) units of required courses and six (6) units of elective courses. To complete this minor, a student must maintain a 2.00 GPA for all ECON courses.

3. Minor in Law for Business Majors

This minor is available for students majoring in Business and is intended to help students develop a thorough understanding of the legal and ethical impact of business practices and the global economy. The Law Minor for Business will provide students with practical legal knowledge of substantive business law topics and current legal issues affecting business in Cambodia and internationally. The minor provides skills to identify and manage legal issues that are typically encountered by businesses and will help students develop a focus on ethical decision making and socially responsible behavior.

a) Program Goals

- Acquire practical legal knowledge of substantive business law topics and current legal issues affecting business in Cambodia, SE Asia and internationally;
- Prepare for career opportunities in business and related fields (government, NGO management, etc.) and provide essential skills for graduate degree study (M.B.A., J.D., LL.M., etc.);

- Develop rigorous critical thinking and advanced communication skills crucial to both business and law;
- Develop knowledge and skills necessary to become effective advocates for systems change in relevant areas of law affecting business activities.

b) Learning Outcomes

- Demonstrate understanding of the legal systems including the legal system of Cambodia, other countries, and international legal institutions;
- Analyze the interrelationships among legal, business, political and ethical issues;
- Identify legal issues commonly encountered within business contexts, including issues involving: business entity formation and management; business contracts; employment and human resources; regulation of business practices; real and personal property; and intellectual property;
- Communicate effectively (orally and in writing) about legal issues related to business.

To complete the Law Minor for Business, students must take 15 credit hours (at least 12 of which are upper division courses). Of the 15 credits hours, two courses (6 credit hours) are required courses and three courses (9 credit hours) consist of elective courses (from the courses listed below or other courses approved by AUPP). A minimum 2.00 GPA in minor courses is required for successful completion of the minor.

Note: Students must take LEGL 101: Introduction to Law and Legal Systems (required for General Education) before taking any other law courses.

4. Minor in Law for Global Affairs Major

The Minor in Law for Global Affairs is available for students majoring in Global Affairs. The goal of this minor is to provide students with an understanding of the political, economic, and social contexts in which laws are made as well as how legal institutions shape policy formulation. Students learn to analyze the consequences of policy and alternatives; the roles played by government, business and nonprofit organizations in public decision making; and the legal bases for various areas of public policy.

a) Program Goals

- Demonstrate understanding of the legal process and how it affects government decision making;
- Compare different perspectives on the role of law in governance;
- Examine important areas of domestic and international law that affect government decision making and relations with foreign nations, especially within the ASEAN region;
- Utilize critical thinking and communication skills to evaluate global issues;
- Develop knowledge and skills necessary to become effective advocates for systems change in relevant areas of government affairs.

b) Learning Outcomes

- Effectively apply reading, writing, and critical thinking skills to analyze how law affects the regulation of important global issues;
- Evaluate and apply diverse perspectives to legal issues in the context of differing political, economic and cultural systems;
- Conduct original research on how law affects important international policy issues
- Communicate effectively (orally and in writing) about legal issues related to global affairs.

To complete the Law Minor for Global Affairs, students must take 15 credit hours (at least 12 of which are upper division courses). Of the 15 credits hours, two courses (6 credit hours) consist of required courses and three courses (9 credit hours) consist of elective courses (from the

courses listed below or other courses approved by AUPP). A minimum 2.00 GPA in minor courses is required for successful completion of the minor.

Note: Students must take LEGL 101: Introduction to Law and Legal Systems (required for General Education) before taking any other law courses.

P. Courses

ACCT 201 Financial Accounting

An important mechanism for communications within an organization is the use of financial statements. Introduction of accounting processes that begins with the recording of business transactions, the creation of financial statement and the accounting cycle to understand and analyze the financial performance of a business or other organization.

Subject:	Accounting	Pre-requisite:	MATH 120 OR MATH 177
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ACCT 202 Managerial Accounting

Alternative methods of preparing accounting information for use by management to measure performance and to control costs. How these methods are used by companies and their contribution to the efficient operation of the firm.

Subject:	Accounting	Pre-requisite:	ACCT 201
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

BUSN 101 Introduction to Business

This course provides a survey of the business world. Topics include the general business and economic environment, globalization, business ownership and entrepreneurship, operations, management and organization, human resources, marketing concepts such as pricing, promotion and distribution, managerial and financial accounting information, financial management, and social media for e-business.

Subject:	Business	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

BUSN 300 Legal Environment for Business

Legal environment in which businesses operate. Focus on legal ethics, legal processes, business contracts, business torts and crimes, real and personal property, agency and employment and risk-bearing devices.

Subject:	Business	Pre-requisite:	LEGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

BUSN 340 Business Communications

Business letter and report writing, non-verbal communications, negotiation and mediation, and intercultural communications skills. Impact of new communications technologies on the business world.

Subject:	Business	Pre-requisite:	COMM 103
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

BUSN 350 Finance

Examination of how companies make investment and financing decisions. Topics include time-value of money, security valuation, capital budgeting, tradeoffs between risk and return, cost of capital, financial leverage, and capital structure policies.

Subject:	Business	Pre-requisite:	ECON 150
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

BUSN 360 Business Ethics and Social Responsibility

Business issues from historical, theoretical, and ethical perspectives and how these issues create dilemmas for management and stakeholders that impact the organization, particularly in a global, multi-cultural environment. Topics include corporate political power, boards of directors, cultural values, industrial policy, social responsibility, and alternative corporate roles.

Subject:	Business	Pre-requisite:	ETHS 150
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

BUSN 370 Management of Information Systems

Principles related to managing and effectively utilizing the vast quantities of information that are available in today's business world, including the role of planning, designing, and implementing information systems across the organization to enhance business activities, and considers information security within an organization.

Subject:	Business	Pre-requisite:	ITEC 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

BUSN 488 Business Internship

Completion of this course requires a minimum of eight (8) weeks of full-time work (40 hours a week), or equivalent, in a position approved by the university. The course will normally be taken during the summer. The purpose of the internship is to expose students to real-life business situations related to their studies and to prepare them for entering the job market. The course is graded as Pass/Fail based on a formal report submitted by the student and an evaluation provided by the employer.

Subject:	Business	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	CR/NC	Equivalent:

BUSN 495 Special Topic (Business)

An overview of a specific topic in business covering emerging and/or controversial issues or specialized content not represented in the existing curriculum. Subject matter will vary according to the instructor. Topics will be announced in advance.

Subject:	Global Affairs	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

COMM 103 Oral Communication

Basic communication skills required for effective composition and delivery in both public speaking and informal discussion. Beginning experiences in small group interaction, public reading and public speaking.

Subject:	Communication	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ECON 140 Macroeconomics I

Concepts and tools of aggregate economic analysis; inflation, unemployment, balance of payments, national income; determinants of the level of economic activity; money and banking; the role of government.

Subject:	Economics	Pre-requisite:	MATH 120 or MATH 177
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ECON 150 Microeconomics I

Introduction to the structure and operation of a market economy and the behavior of market participants. Topics include role of competition, supply and demand, pricing, output decisions, international trade, organized labor, and government regulation.

Subject:	Economics	Pre-requisite:	ECON 140
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ECON 306 Applied Business and Economic Statistics

Data analysis using spreadsheet software: sampling, testing and statistical inference; study of relationships between variable within business contexts; regression, correlation and time-series analyses with business applications including forecasting.

Subject:	Economics	Pre-requisite:	MATH 120 or MATH 190
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ECON 307 Spreadsheet Modeling for Business Decision Analysis

Quantitative decision-making methods for effective business management in resource allocation, project selection, scheduling, cash flow planning, budgeting, logistics, risk analysis, inventory, and forecasting, using EXCEL add-ins, with emphasis on problem identification, model formulation and solutions, and interpretation and presentation of results.

Subject:	Economics	Pre-requisite:	ECON 150 and ECON 306
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ECON 425 Managerial Economics

Economic theory and methodology in managerial decision-making regarding business problems with emphasis on demand analysis and estimation, production and cost analysis under different market conditions, forecasting and decision-making under uncertainty.

Subject:	Economics	Pre-requisite:	ECON 150 and BUSN 320
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ECON 430 International Economics

Economic analysis of how and why commodities are traded among nations; tariffs and quotas, common market and other international institutions.

Subject:	Economics	Pre-requisite:	ECON 140 and BUSN 320
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ECON 440	Money and Banking		
Economic role of money, banking and monetary policy within current institutional settings and under alternative theories explaining the interrelationships between money, the financial system and economic activity.			
Subject:	Economics	Pre-requisite:	ECON 140
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ECON 441	Microeconomics II		
Intermediate microeconomic theory; economic analysis and evaluation of market system for optimal resource allocation, welfare, and income distribution; mathematical and graphical models of individual, household, and organization behavior.			
Subject:	Economics	Pre-requisite:	ECON 425 and ECON 426
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ECON 442	Macroeconomics II		
Intermediate macroeconomic theory; determination of national income, theories of aggregate consumption, investment, unemployment, the price level; national income and product accounts; theory of growth.			
Subject:	Economics	Pre-requisite:	MATH 200 and ECON 440
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ECON 467	Economics of the Environment		
Economic principles that apply to environmental issues, energy, and natural resources; measuring economic costs of environmental damage; evaluation of public policies designed to address environmental problems resulting from market activities; outlining sustainable national energy policy and sustainable management of natural resources.			
Subject:	Economics	Pre-requisite:	ECON 150
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ECON 470	Economics of Development		
Contemporary economic issues in developing countries; theories of development; problems with population growth, investment, technology and entrepreneurship; role of trade and international finance; foreign aid and external debt; and, government policy.			
Subject:	Economics	Pre-requisite:	ECON 140 and ECON 150
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ECON 480	Comparative Economic Systems		
Economic analysis of the comparative virtues of capitalism and socialism in terms of human development, income distribution, and social welfare; Marxian exploitation theory; the debate between Hayek and Lange; alternative capitalist systems (Japan, Germany, U.S.) and contemporary models of market socialism.			
Subject:	Economics	Pre-requisite:	ECON 140 and ECON 150
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ECON 481	Economies of the Asian Public		
Survey of Pacific Rim economies including W.S., Japan, China, South Korea, India, Canada, Australia with their economic growth, business cycles, saving-investment balance, financial markets, fiscal and monetary policy, labor markets, industrial structure, international trade, and agricultural policy.			
Subject:	Economics	Pre-requisite:	ECON 140 and ECON 150
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ENGL 101	English Composition I		
Prewriting, writing, and revising essays of narration, exposition, analysis, argumentation and research. Students write at least three papers of 3-5 pages and one position paper of 5-10 pages requiring a thesis, formal research and documentation. This course emphasizes critical thinking.			
Subject:	English	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ENGL 102	English Composition II		
An introduction to literature with an emphasis on learning to write analytical essays through a close reading of fiction, poetry, and drama. Written assignments are evaluated for composition and critical thinking.			
Subject:	English	Pre-requisite:	A grade of C or better in ENGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
ENGL 240	Contemporary World Literature		
Reading and critical analysis of fiction, nonfiction, poetry, and drama.			
Subject:	English	Pre-requisite:	ENGL 102
Credit:	3	Co-requisite:

Grading Mode: Normal Equivalent:

ENVS 131 Environmental Science

An interdisciplinary course on the environment, how it changes and the effects of such change. The course includes study of ecosystems, the human role, values and ethical judgments in making choices, and examination of selected environmental problems. 3 hours lecture/2 hours' laboratory.

Subject: Natural Science Pre-requisite:
Credit: 4 Co-requisite:
Grading Mode: Normal Equivalent:

FINC 301 Principles of Finance

Alternate corporate structures and how companies make investment and financing decisions. Topics include the time-value of money, capital budgeting, risk and return tradeoffs, the valuation of different types of securities, the cost of capital, financial leverage, and capital structure policies.

Subject: Finance Pre-requisite: ECON 150 and ACCT 202
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 101 Introduction to International Relations

A comprehensive survey of the major issues in and approaches toward international politics, which introduces the most important international relations theories and how they can be applied to real-world events.

Subject: Global Affairs Pre-requisite: POLS 110
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 220 Introduction to Comparative Politics

Comparison of how politics operates in countries across the world, examining ways in which institutions manage society-state relations. It analyzes the intricate institutional designs of governments and the functions they play in addressing the existing cleavages in the societies they serve.

Subject: Global Affairs Pre-requisite: POLS 110
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 230 International Political Economy

Investigation into the political origins of international economic arrangements, including the major approaches of the field. Includes a survey of a number of critical issue areas, including international trade, international finance and the sources of structural change in the global economy.

Subject: Global Affairs Pre-requisite: POLS 110
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 301 Political Theory

Political thought as it relates to the meaning of equality, citizenship, justice, authority, human nature, and order, all in the context of determining what a good society is and what is good for society, based on a survey historical writings in political thought from antiquity to the present.

Subject: Global Affairs Pre-requisite: POLS 110
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 305 Social Science Research Method and Design

Presentation of skills needed to conduct research in the social sciences, familiarizing students with the scientific approach, conceptual and theoretical thinking about social issues, different methods of collecting data, and interpretation of that data. Ethical issues in research are discussed.

Subject: Global Affairs Pre-requisite: Math 177 or MATH 120
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 310 International Organizations

A comprehensive understanding of the role and activities of international organizations in the early 21st century, examining the historical origins of international organizations, their functions, the international and domestic political forces that impact their operations, and their effectiveness.

Subject: Global Affairs Pre-requisite: GBLA 101
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 320 Southeast Asian Comparative Politics

The impact of history, economics, culture, institutions and society in the domestic politics of Southeast Asian countries and in their domestic and international behavior, providing an understanding, through comparison, of the difference in dynamics between democratic, authoritarian, and revolutionary regimes.

Subject: Global Affairs Pre-requisite: GBLA 220 and GBLA 370
Credit: 3 Co-requisite:
Grading Mode: Normal Equivalent:

GBLA 340	Principles of Sustainable Development		
Interdisciplinary and comparative approach to the interpretation of sustainability and sustainable development, exploring the politics of economic and social change from the perspectives of the actors who conceive, promote, negotiate, enact, and resist development agendas within institutions ranging in scale from global to local.			
Subject:	Global Affairs	Pre-requisite:	GBLA 230
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 350	Environment and Development		
Emerging, interdisciplinary issues of the environment, in particular the effects of development on the environment. Social and ecological theories to assess the epistemological and methodological challenges involved in integrating the natural and social sciences in environmental research are discussed.			
Subject:	Global Affairs	Pre-requisite:	GBLA 230
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 360	Comparative Social Movements		
The causes and consequences of collective action in the political arena, discussing what causes people to advance claims on the state through established institutions, or through disruptive, confrontational and conflictive actions.			
Subject:	Global Affairs	Pre-requisite:	GBLA 220
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 370	Geography of Southeast Asia		
The lands and peoples of Southeast Asia, specifically the distributions and interrelationships of physical environments and human behaviors, focusing on selected topics that are especially germane to understanding Southeast Asia as a sub-global region.			
Subject:	Global Affairs	Pre-requisite:	GEOG 120
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 380	Peace and Conflict Studies		
The causes for war and peace in the international and domestic realms, examining different forms of conflict and peace over time and assesses their causes and consequences, attempting to provide a nuanced understanding of the long-term impact of both phenomena on the international system.			
Subject:	Global Affairs	Pre-requisite:	GBLA 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 410	Political Developments and Democratization		
The various theories about the role, origin and desirability of the state, the processes of capital and coercion on its development as an institution concerned with domestic order, and its impact on the provision of universal citizenship rights and democratization.			
Subject:	Global Affairs	Pre-requisite:	GBLA 220
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 431	The Political Economy of South East Asia		
The contemporary political economy of Southeast Asia, including trends in economic liberalization and integration, as well as trends in overall socio-economic development.			
Subject:	Global Affairs	Pre-requisite:	GBLA 230 and GBLA370
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 433	Globalization		
Discusses the ongoing global interactive process fueled by power, trade and technology, and marked by the intensification of world-wide social relations. By engaging students into understanding globalization's political, economic, social, environmental, cultural and ideological dimensions, they will learn to discern the dynamic processes of global interdependence and their implications.			
Subject:	Global Affairs	Pre-requisite:	GBLA 230
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 460	Gender in Development		
The key issues related to gender in development policies and practices, exploring the ways in which the gendered division of labor, and the social construction of masculinities and femininities, influence perceptions, formulation, and implementation of development policies and practices. Case studies are utilized.			
Subject:	Global Affairs	Pre-requisite:	GBLA 340 and GBLA 360
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:
GBLA 481	International Security, Terrorism, and Defense		
The evolution of security in the international system, covering the measures that states take to ensure their survival and			

looking at patterns of alliances and other security arrangements meant to counter conventional and unconventional threats.

Subject:	Global Affairs	Pre-requisite:	GBLA 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

GBLA 482 Foreign Policy

Introduction to the theories and processes of foreign policy decision-making. Address the impact of leadership, institutions, domestic politics, political psychology and inter-state relations on the processes that decision-makers engage in during the process of statecraft. The course engages students with particular case studies and a role-play simulation

Subject:	Global Affairs	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

GBLA 485 International Law

Introduces students to the origins and application of legal principles concerning the structure and conduct of states in the international system. It debates issues of interpretation, application and enforcement, and their relationship to power in the system. It discusses selected specialized areas, including: human rights, the environment, trade and conflict.

Subject:	Global Affairs	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

GBLA 490 Capstone Course in Global Affairs

Research-based project that allows students to demonstrate their understanding of major political themes, analytical strategies, research methods, and their ability of written and oral presentation skills.

Subject:	Global Affairs	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

GBLA 495 Special Topic (Global Affairs)

An overview of a specific topic in global affairs covering emerging and/or controversial issues or specialized content not represented in the existing curriculum. Subject matter will vary according to the instructor. Topics will be announced in advance.

Subject:	Global Affairs	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

GBLA 496 Global Affairs Internship

Students participate for credit in a paid or unpaid internship with an organization outside of campus.

Subject:	Global Affairs	Pre-requisite:	
Credit:	3	Co-requisite:	
Grading Mode:	CR/NC	Equivalent:	

GEOG 120 World Regional Geography

An introduction to the human and physical geographies of major world regions, and to the ways in which humans interact with their physical and natural environments. The course focuses on geographic concepts including scale, place, region, and location, and examines the international linkages, trade, and communications that shape a world community.

Subject:	Geography	Pre-requisite:	ENGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

GEOG 320 World Political Geography

Impact of geographical boundaries on world politics. This course covers changes in geopolitical theories over time and introduces students to critical geopolitics.

Subject:	Geography	Pre-requisite:	GEOG 120 and POLS 110
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

HIST 130 World History to 1500 C.E.

An introduction to the most important civilizations of Asia, Africa, Europe, and the Americas from prehistory to about 1500 C.E., focusing on religious ideas, patterns of economic and cultural development, and artistic and literary achievements of these civilizations, as well as their influences on one another.

Subject:	History	Pre-requisite:	ENGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

HIST 131 World History from 1500 C.E. to the Present

A survey of world history from 1500 C.E., focusing on the growth and increasing interconnectedness of the modern global community. Topics covered include the history of trade, the process and consequences of colonialism, the history of industrialization, major global conflicts, and the processes of economic and political globalization.

Subject:	History	Pre-requisite:	HIST 130
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

HUMN 101 Introduction to the Humanities

An introduction to the humanities: music and theater; the visual arts (architecture, sculpture, painting, photography, and film); literature; and philosophy. The primary focus is on the Western tradition, but some works from other world cultures are included.

Subject:	Humanities	Pre-requisite:	Enrollment in or completion of ENGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

HUMN 110 Art and Culture

Examination of culture and its impact on art. May be repeated as an elective as the subject matter changes.

Subject:	Humanities	Pre-requisite:	HUMN 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

HUMN 250 Ethics and Society

A study of traditional and contemporary ethical philosophies and an analysis of how they apply to the chief moral issues of our time. Students in the course explore such moral virtues as courage, compassion, and generosity, as well as moral vices like greed, lying, and hypocrisy. Relevant contemporary issues such as abortion, euthanasia, poverty, and our responsibilities toward the environment will also be discussed.

Subject:	General Education	Pre-requisite:	ENGL 102
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

INDS 398 Independent Study

Independent research project that must be approved before registration by a faculty member, requiring regular discussion of progress with sponsor before presentation of final written report.

Subject:	General Education	Pre-requisite:	GPA 2 or higher and consent of faculty
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

INDS 450 Capstone Course

Interdisciplinary team-taught course on such topics as the impact of climate change on developing countries, global health issues, socio-cultural impacts of globalization, developing countries in the global economy, social change and cultural diversity. Topic changes annually.

Subject:	General Education	Pre-requisite:	Completion of lower division G.E. program
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITEC 101 Introduction to Information Technology

An overview of information technology (IT). Topics include office productivity applications, basic computer hardware, networking, security, and web page creation and programming. Problem-based learning will be used to improve skills such as teamwork, communication, problem-solving, and troubleshooting and project management.

Subject:	ITM	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 200 Information Technology in a Changing World

This course introduces students to the concept of information technologies, what they are, and how to make use of them in their studies and future careers. We discuss the origins of information technology, how it has developed over time, and how it is changing the nature of social and economic relations. The course provides an overview of some of the many kinds of IT applications and programs, the advantages and dangers of new information technologies, and how we can take advantage of IT to be more efficient and productive. This course does not fulfill a general education requirement.

Subject:	ITM	Pre-requisite:	Completion of or enrollment in ENGL 101.
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 201 Java Programming I

This course is a comprehensive beginning computer programming course using Java. Course topics include: displaying data, classes and methods, repetition structures, algorithms, arrays, access control, inheritance, constructors, and polymorphism.

Subject:	ITM	Pre-requisite:	Completion of or enrollment in ENGL 101.
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 202 **Java Programming II**
 This course is a continuation of ITM 201 at an advanced level.
 Subject: ITM Pre-requisite: ITM 201
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 210 **Introduction to Software Engineering**
 This course is an introduction to software engineering with an emphasis on the methods, techniques and technology to build and evolve software systems. The emphasis is on software engineering principles, and not on programming
 Subject: ITM Pre-requisite: ITM 201
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 220 **Software Quality Management**
 This is a course in managing the software testing process and in testing computer software.
 Subject: ITM Pre-requisite:
 Credit: 3 Co-requisite:
 Grading Mode: Normal Equivalent:

ITM 310 **Database Management Systems**
 This course introduces principles, design, implementation, manipulation, administration and applications of database management systems, with a focus on relational database systems.
 Subject: ITM Pre-requisite: ITEC 101
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 320 **Computer Networking**
 This course introduces fundamental concepts and organizations of data communication networks. The course focuses on the underlying concepts of networking, including such topics as network architecture, packet switching and circuit switching, datagram encapsulation, ISO-OSI reference model, TCP/IP protocol suite, network applications and network security.
 Subject: ITM Pre-requisite: ITEC 101
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 330 **Human Computer Interaction**
 This course introduces theories, principles, guidelines and methodologies of the design and evaluation of human-computer interfaces. Topics include human perceptual and cognitive properties, interface design principles and guidelines, task and requirement analysis, interface prototyping, usability testing and evaluation techniques.
 Subject: ITM Pre-requisite: ITEC 101
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 340 **Mathematics for Computing**
 The course concentrates on areas where mathematics and computing are most relevant to each other.
 Subject: ITM Pre-requisite: ITEC 101
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 350 **Project Management (ITM)**
 This course is an introduction to the basic processes of project management for instructional design projects
 Subject: ITM Pre-requisite: ITEC 101
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 410 **Business System Analysis and Design**
 This course covers issues in the process of designing business information systems. Students will learn knowledge in different process of system development life-cycle, including system analysis and specification, system requirements development, managing and communicating with stakeholders, handling requirement changes, budgeting and resources planning, scheduling and control.
 Subject: ITM Pre-requisite: ITM 310; ITM 320; ITM 330; BUSN 370
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 420 **Information Assurance and Security**
 This course introduces the fundamentals of Information assurance and security in electronic business environment. Topics include access control, authentication, cryptography, security policy, user privacy, compliance and risk and vulnerability analysis.
 Subject: ITM Pre-requisite: ITM 310; ITM 320; BUSN 370
 Credit: 3 Co-requisite: .-----.
 Grading Mode: Normal Equivalent: .-----.

ITM 430 Information Systems Incident Response and Contingency Planning
 This course focuses on the information systems aspects of risk management and examines detailed aspects of incident response, contingency planning, computer forensic, and recovery planning and business continuity.

Subject:	ITM	Pre-requisite:	ITM 310; ITM 320; ITM 410; BUSN 370
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 440 Business Intelligence and Decision Support Analytic
 This course prepares student to translate organizational computer data into actionable information. The course will cover mathematical and statistical tools including linear programming, predictive and forecasting modeling, simulation and data visualization.

Subject:	ITM	Pre-requisite:	ITM 310; BUSN 370
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 450 Data warehousing and Datamining
 This course covers issues of the integration of databases into data warehouse and knowledge discovery in database. Techniques for revealing hidden patterns and trends from large dataset including pattern recognition, cluster analysis, decision tree, and market basket analysis will be covered.

Subject:	ITM	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 460 Information Technology for Logistics and Supply Chain Management
 This course provides an overview of the role of information technology systems to logistics and supply chain processes: transportation, sourcing, inventory management, supply management, warehouse management, material handling, order processing and customer service. The focus is on the design of information technology to facilitate major elements of supply chain management.

Subject:	ITM	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 470 Knowledge Management System
 This course covers methodology, issues and challenges in capturing, storing, retrieving and distributing knowledge in organizational settings. The focus is on the design, development, operation and management of information technologies that facilitate knowledge management.

Subject:	ITM	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 480 E-Commerce
 This course examines the information technology as the basis for electronic commerce. It covers the theories, concepts and tools used to implement e-commerce. Topics include e-commerce infrastructure, e-commerce models, electronic payment, transformation of tradition firm into digital firm, electronic marketing and public relation, mobile electronic commerce and security and privacy issues in e-commerce.

Subject:	ITM	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 488 ITM Internship
 The purpose of the internship is to expose students to real-life business situations related to their studies and to prepare them for entering the job market. The course is graded as Pass/Fail based on a formal report submitted by the student and an evaluation provided by the employer.

Subject:	ITM	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	CR/NC	Equivalent:

ITM 490 Capstone: Information Systems Design and Implementation
 This course involves the development of an information system solution to a practical problem in a team setting. It includes the understanding and analyzing problem from stakeholder, requirement specification, proposing a feasible information system solution to the problem, implementation of the proposed solution and documentation for the solution and work progresses. Emphasis will be placed on professionalism, communication, collaboration and ethics.

Subject:	ITM	Pre-requisite:	ITM 310; ITM 320; BUSN 370; ITM 430
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ITM 495 Special Topic (Information Technology Management)
 An overview of a specific topic in in information technology management covering emerging and/or controversial issues or specialized content not represented in the existing curriculum. Subject matter will vary according to the instructor. Topics will be announced in advance.

Subject:	ITM	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 101 Introduction to Law and Legal Systems

Explores the roles and functions of law and legal systems examining: why laws are needed; how laws are created, interpreted and applied; legal remedies to conflict; rights and duties of individuals and groups; and the role that law plays in regulating government, business and society.

Subject:	Legal / Law	Pre-requisite:	ENGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 200 Legal Writing/Research I

Introduces crucial legal skills including how to research the law, reading and analyzing legal authority, analyzing legal documents, legal citation, and how to write persuasive legal briefs and memos.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 210 Legal Writing/Research II

Builds on material covered in Legal Writing/Research I to develop advanced legal research and writing skills.

Subject:	Legal / Law	Pre-requisite:	LEGL 200
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 230 Environmental Law

An introduction to principles of environmental law from both an international and Cambodian perspective. The course covers levels of protection and different types of protection, the importance of environmental impact statements and laws regulating activities of businesses and other organizations which have an impact on the environment.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 310 Legal Ethics

Addresses the importance of professional ethics in the practice of law. Students learn to recognize and resolve ethical dilemmas and how to avoid unethical conduct.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 320 Contract Law

Provides an overview of the law of contracts including principles of contracting, how contracts are formed, defenses to formation of contracts, breach of contract and remedies for breach, and different types of contracts. Students also gain experience analyzing and drafting contract provisions.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 325 Tort Law

Covers the principles and legal rules used to compensate people who have been injured. The course examines the 3 main categories of tort liability: intentional torts, negligence, and strict liability. In addition, the course covers the development of tort law and the principles it is based on.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 330 Criminal Law: General Principles

Examines the traditional general issues in substantive criminal law including purposes of punishment and appropriate limits on the use of criminal sanctions. The course focuses predominantly on how criminal statutes are organized around objective offense elements and mental states, and on inchoate crimes, complicity, justification and excuse.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 331 Criminal Procedure (Common Law and Evidence)

Covers procedures involving arrest, detention, prosecution and trial. The course explains rights of defendants at all levels of criminal proceedings. The role of the attorney at the stages of criminal proceedings is also examined as well as what constitutes relevant and admissible evidence. Students also gain exposure to differences between civil and common law jurisdictions.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 333 Moot Court

Students have the opportunity to join a moot court competition and/or take part in hypothetical court cases in class including preparing legal briefs and engaging in oral argument.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 335 Moot Court II

Continuation of Moot Court I to build advanced oral and written legal argument skills.

Subject:	Legal / Law	Pre-requisite:	..LEGL 333
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 340 Labor Law

Covers the roles, rights and obligations of employers and employees. Employment contract formation, required elements of employment contracts, different types of employment contracts, laws on workplace safety, and dispute resolution are also examined.

Subject:	Legal / Law	Pre-requisite:	LEGL 320
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 350 Family Law

Examines the meaning of marriage, what constitutes a family under the law, and how family relationships are governed by law. Issues of divorce, child support, child custody, alimony, adoption, and assets of marriage are also covered.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 360 Southeast Asian Law and Legal Systems

The course provides an overview of the legal systems of ASEAN member nations including Cambodia, Thailand, Vietnam, Singapore, the Philippines, etc. Students will compare aspects of law in SE Asian legal systems with that of Western nations, examining how historical, cultural and political factors influence nations' legal systems. The course will also discuss how different legal systems affect government decision making and international business transactions.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 370 E-Commerce Law 3

As electronic commerce has grown, it has become increasingly important for countries to develop laws regulating e-commerce and for businesses to understand how such laws apply to their activities. This course will examine legal issues that affect e-commerce such as the validity of electronic transactions, contract formation, electronic payment, online consumer protection regulation as well as challenges posed by e-commerce and the development of legal regulation addressing such challenges.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 380 Genocide

During the twentieth century over sixty million people were killed as the result of genocide, which targets specific ethnic, religious, racial or class-related groups. This course explores the causes of genocide and legal means of preventing and punishing it. The course includes case studies of genocides perpetrated in various areas of the world including Cambodia.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 385 Gender and the Law

This course examines the relationship between gender inequality and the legal system. The course will explore issues

such as abortion, marriage, divorce, custody, equal pay, and sexual harassment and will examine legal efforts to remedy gender discrimination in a variety of jurisdictions.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 390 Negotiation and Dispute Settlement

This course will examine approaches to negotiation used in government, business, and international relations. Students will be introduced to cross-cultural communication styles, national expectations, and obstacles to international relationships. The course also includes an overview of conflict resolution methods involving negotiation such as mediation and arbitration. The course focuses on using negotiation skills to build constructive relationships and resolve conflict.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 400 Property Law

Covers different categories of property (moveable and immovable) and types of property ownership and possession. The course also covers encumbrances to immovable property, types of leases of immovable property, and distinguishes between common and civil law concepts of property.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 410 Secured Transactions

Examines secured lending using property as collateral, differences between secured and unsecured transactions, the importance of secured transactions for certain types of property, and the filing system which protects rights of secured parties.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 415 Commercial Enterprise (Corporations and Associations)

This course will describe the different types of commercial enterprise and corporation which can be established and the method by which they are formed. This course will examine the roles and responsibilities of shareholders, directors and officers of a company. The students will gain an understanding of the requirements for articles of incorporations.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 416 Investment Banking Law

Introduces the various types of financial institutions in Cambodia and how these institutions function and are regulated. The role of financial institutions within the Cambodian economy and the importance of the regulatory framework in which they function.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 420 Civil Procedure

Examines the concepts of jurisdiction, standing and types of cases that can be filed in civil court. The course also covers roles of judges and attorneys in civil court, procedures at each stage of proceedings at different levels of courts, how judgments are enforced, and the role of evidence in civil procedure.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 430 Constitutional Law

Provides an overview of Constitutional Law, focusing on organization of government, powers of government and limitations on those powers, and individual liberties. The course will examine the Cambodian Constitution and compare it with constitutions of the United States and other nations.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 435 International (Private and Public) Law

Examines relationships between nations and international organizations and how these relationships are memorialized in multilateral treaties, bilateral treaties, protocols and conventions. Areas of law covered include commercial law, humanitarian law, armed conflict and labor. The course also covers how international laws are implemented in

sovereign nations and introduces the ASEAN treaty and its relevance to Cambodia.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 440 Human Rights Law

Examines the law of human rights as set out in the Cambodian Constitution, laws, prakhas, sub-decrees and treaties – analyzing various categories of rights from civil and political rights, to social, economic and cultural human rights, to group and collective rights to international criminal justice. Course coverage includes the structure and processes of international and regional forums that adjudicate, monitor and promote human rights claims as well as international treaty bodies that report on human right actions.

Subject:	Legal / Law	Pre-requisite:	LEGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 450 Intellectual Property

Explores the main categories of intellectual property law (patents, copyrights, trademarks, and trade secrets), focusing on fundamental principles and policies behind these laws and the interrelationships between them. Provisions of Cambodian and international intellectual property law are examined and compared.

Subject:	Legal / Law	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

LEGL 488 Legal Internship

Practical experience in the legal profession which may involve working at law firms, government agencies, non-governmental organizations, etc.

Subject:		Pre-requisite:
Credit:		Co-requisite:
Grading Mode:	CR/NC	Equivalent:

LEGL 495 Special Topic (Law)

An overview of a specific topic in law covering emerging and/or controversial issues or specialized content not represented in the existing curriculum. Subject matter will vary according to the instructor. Topics will be announced in advance.

Subject:	Business	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MATH 120 Math Modeling

A course designed for non-mathematics and non-science majors. Topics may include, but are not limited to: sets, logic, number theory, math modeling, the mathematics of elections and voting, financial mathematics (such as interest and consumer debt), and an introduction to probability and statistics. This course supports student development of critical thinking, quantitative literacy, and personal and professional development. Offered only in 2013-2014 academic years.

Subject:	Mathematics	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MATH 177 Elementary Statistics

A general statistics course, which includes understanding data, measures of central correlation, measures of variation, binomial distributions, normal distributions, correlation and regression probability and sampling distributions, Central Limit Theorem, confidence intervals, estimates of population parameters and hypotheses testing.

Subject:	Mathematics	Pre-requisite:	Acceptable math exam score.
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MATH 190 Pre-Calculus for Business

A course, building on Algebra and Trigonometry, in preparation for MATH 200. Topics cover mathematical functions and transformations, vectors, and discrete mathematics. The latter includes counting principles, the binomial expansion theorem, sequences and series. (Enrolment in this course is on the recommendation of the student's academic advisor for students considered not to be up to standard to start Math 200 without preparation.)

Subject:	Mathematics	Pre-requisite:	MATH 177
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MATH 200 Business Calculus

Introduction to calculus; topics include functions and their graphs, derivatives, velocity and acceleration, minimization and maximization, the indefinite integral, and an introduction to differential equations.

Subject:	Mathematics	Pre-requisite:	MATH 190
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Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MATH 230 Discrete Mathematics

This course covers the mathematical topics most directly related to computer applications.

Subject:	Mathematics	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MGMT 301 Principles of Management

Overview of the concepts, ideas, and practices found in and important to business organizations. Topics covered include organization goals and strategies, organizational structure and design, leadership, change management, motivation techniques, human resources, group dynamics, and conflict management.

Subject:	Management	Pre-requisite:
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MGMT 320 Operations Management

Overview of the basic concepts, tools, and techniques used by managers in making decisions relating to the planning, executing, and control or productions and operating functions within an organization. Supply chain management related to moving supplies, work-in-progress and finished goods on a constant basis.

Subject:	Management	Pre-requisite:	MATH 177
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MGMT 450 Leadership

Characteristics of successful and unsuccessful leaders; the development of leadership qualities; leadership skills needed to succeed in today's business world; and, alternative leadership styles in different cultures and settings.

Subject:	Management	Pre-requisite:	Fourth year status; MGMT 301
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MGMT 460 Strategic Management

Capstone course that integrates the functional areas of business, including Accounting, Economics, Finance, Management, and Marketing, drawing on concepts and tools from statistics, information technology, operations management, ethical behavior, and social responsibility. The course is based on case method, analyzing complex business situations and multi-national settings.

Subject:	Management	Pre-requisite:	ACCT 201, ACCT 202, BUSN 330, BUSN 350, BUSN 360, BUSN 370, and MGMT 301.
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

MKTG 301 Principles of Marketing

Tools and processes used by managers for making marketing decisions, including consumer behavior, pricing, product development and strategy, promotion, physical distribution, marketing research and marketing planning with emphasis on marketing mix decisions and communications.

Subject:	Management	Pre-requisite:	ECON 150
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

NUTR 250 Nutrition and Disease

Interdisciplinary course dealing with human nutrition as it relates to chronic disease. Methods of detection and treatment of the disorders are considered as well as general concepts of health promotion and disease prevention. Specific topics covered include the role of nutrition in: heart disease, diabetes, cancer, obesity, alcoholism, vitamin deficiency, and eating disorders.

Subject:	Natural Science	Pre-requisite:	ENVS 131
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

POLS 110 Introduction to Political Science

A comparative analysis of contemporary political ideologies and practices focusing on the behavior of the individual and the group in modern society, including an examination of democracy, socialism, communism, anarchism, authoritarianism and other selected issues concerning power in society.

Subject:	Political Science	Pre-requisite:	ENGL 101
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

PSCI 220 Exploring the Universe

Topics covered include: planet Earth, its structure, plate tectonics, greenhouse effect, ozone layer, craters and dinosaurs; the moon; our solar system and its energy source; other stars, the HR diagram and stellar evolution, white dwarfs, neutron stars, supernovae, black holes; the Milky Way, and other galaxies; the universe, its structures and expansion; evolution of galaxies, quasars, cosmology, the Big Bang and unification of the forces of nature. Lecture 3 hours/optional 2 hour lab.

Subject:	Natural Science	Pre-requisite:	ENVS 131
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Credit: 3 Co-requisite: .-----.
Grading Mode: Normal Equivalent: .-----.

PSYC 101 Introduction to Psychology

Psychological perspectives on human behavior. Topics covered include physiology of the brain, study of mental processes that create consciousness, behavior, language, perceptions, emotions, and intelligence.

Subject: Psychology Pre-requisite: Completion of or enrollment in ENGL 101
Credit: 3 Co-requisite: .-----.
Grading Mode: Normal Equivalent: .-----.

SMNR 101 First Year Experience

An introduction to the university and its resources. Students examine the skills, attitude, and motivation needed to succeed in college. Activities focus on strategies and personal development. Course graded CR/NC.

Subject: General Education Pre-requisite: ENGL 101
Credit: 1 Co-requisite: .-----.
Grading Mode: CR/NC Equivalent: .-----.

SOCI 101 Introduction to Sociology

This course emphasizes the effect of society on human behavior. Major concepts covered include race, culture, wealth, poverty, social class, education, the family, and social change.

Subject: Sociology Pre-requisite: ENGL 101
Credit: 3 Co-requisite: .-----.
Grading Mode: Normal Equivalent: .-----.

SOCI 300 Cambodian Youth Organizations

This course deals with youth and youth organizations in Cambodia today. The course will analyze the increasingly important role of Cambodian youth from 1980 until the present. Historical background on pre-1980 Cambodia will be provided to understand the historical context of Cambodian youth today. The course will emphasize the needs and priorities of Cambodian youth, particularly in the areas of education and employment, including the impact of ASEAN integration on these areas.

Subject: Sociology Pre-requisite: .-----.
Credit: 3 Co-requisite: .-----.
Grading Mode: Normal Equivalent: .-----.

ADS 101 Architectural Design studio 1

Design studio provides a conceptual framework for the students beginning the architecture curriculum with an exploration of fundamental inquiry of the nature of the spatial composition. The module will deal with the subject of human perception in the reading and understanding of design. It will also provide in learning visual language, freehand drawing, computing technology, design thinking and graphic communication. The students will understand the fundamentals of visual perception, basic drawing skills and the principles systems for two and three-dimensional presentation, architectural composition, and urban design.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 102 Advanced Mathematics

This module provides students to solve critical problems through advanced mathematics which include functions and graphs, linear and quadratic equations, polynomial functions, exponential and logarithmic.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 103 History of Art and Design

This module provides and familiarizes some of the basic concepts in and approaches to architecture as a practice. It also highlights the nature and historical development of architecture achievements from prehistory through the middle Ages especially with respect to their social and cultural contexts. The module will imbue the knowledge of architecture as develop the fundamental critical tools of visual and historical interpretation: a descriptive and analytical vocabulary with which to express visual perception, replete with ideas, social contexts and intellectual processes. It encourage an active and a critical analyzing about works of architecture, constraints, and choices involved in architectural styles and periods.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 105 Architecture Design Studio 2

This module focus on the development of basic design skills as an interface for activities between people, institutions and society within the built environment. The module will focus on issues related to the measure of man to serve as essential design generators on how the human body interacts with designed objects in work, living and leisure activities. The module will also deal with the use of materials and methods for making and constructing. The module will also deal with context. Graphic communication and the use bubble diagrams, precept diagrams, concept diagrams, plans, elevations, sections in technical drawings to illustrate design.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 201 Architecture Design Studio 3

This module will let students understand the design in response to environment and land site. It will enable students to learn to design buildings within the context of hot humid tropical environments. The module will deal with issues related to climate, ethical relationship with the land, environment and sustainability as generators of design.

Subject:	Architecture	Pre-requisite:	ADS 101; ADS 105
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ADS 202 Building Control Systems 1

This module introduces fundamental building physics (thermal, lighting, acoustics), building materials, and systems to achieve environmental performance-targets and sustainability. Technology integration is emphasized via understanding how materials and systems are related, detailed, and assembled. Students will learn quantitative means to evaluate environmental requirements, and develop familiarity with system strategies and construction details to integrate the various building systems (such as structure, mechanical and electric services, architecture exteriors and interiors). Additionally, codes of practice (such as fire safety) and considerations on sustainable environment will be addressed. The goal is to integrate those technologies in a symbiotic manner to achieve human well-being.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ADS 205 Architecture Design Studio 4

This module will focus on the integrative nature of architectural design. Students need to focus on the integration of architectural design with different materials, structure and construction chose in a selective aesthetic and technical process. Studio will understand structure forces form and the effective of creative material and innovated technology.

Subject:	Architecture	Pre-requisite:	ADS 101; ADS 105
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ADS 206 Building Materials and Methodology 1

This module is the study of the form, space, structure, and visual relationships. Students will need to analysis and diagramming on simple trusses. Students will work with a range of materials and develop understanding of their character and appropriateness for particular solutions. Students' work will demonstrate the ability to analyze and articulate principles, materials and relationships.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ADS 208 Project Management

Aim to understand fragmentation in construction projects. This module provide students to have the management skills and techniques to successfully complete complex projects. Students will be trained in a broad spectrum of competencies including interdisciplinary studies in building design and technology, construction management, international project management, cost management, contract administration, safety management and sustainability.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ADS 209 Introduction to Landscape Architecture

This module introduces basic concepts in landscape design through a series of lectures and site discussion. Urban landscape architecture and tropical.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:
Grading Mode:	Normal	Equivalent:

ADS 210 Structure Principle 1

This module will focus on the integrative nature of architectural design. Students are to focus on the integration of architectural design with different materials, structure and construction chose in a selective aesthetic and technical process. The module also set awareness of the use of major materials and understand the basic properties and terminology regarding to materials used.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 211 Interior Design

This module provides concepts in and approaches to architecture as a practice and as an academic discipline. Student able to communicate effectively with respect to "vocabulary" and "ideas", and introduces their use in the analysis of the works of architecture. Students will demonstrate the ability to integrate a broad-based knowledge of standards and precedents related to sustainable practice, material research, environmental quality, aesthetics, technology, in the design of interior environment.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 301 Architectural Studio Design 5

This studio-based module develops skills in building and landscape design. It provide architecture students to experience in the field of landscape architectural studio work. Students using skills and knowledge from former courses to analysis buildings systems in urban and suburban contexts.

Subject:	Architecture	Pre-requisite:	ADS 201; ADS 205
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 302 Design Modeling and Simulation

This module focus on the architectural practice, digital design and fundamentally changing the nature of the design process itself. Students will focus on the theoretical foundations of digital modelling and performance simulation. It will enable students to develop a critical understanding of relevant digital tools and techniques, and the role that they can play in the design process.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 303 Theory of Urban Design and Planning

This module will focus on the fundamental principles of urban design and planning. It will enable students to understand and appreciate the issues and process of urban design & planning. The module introduces students to the concepts of urban form, urban function, urban change and how urban spaces are designed through different urban design models. The module will include the study of the western urban development and examine the driving force behind urban transformation. Important urban design models will be introduced, including the traditional city, medieval city, garden city, modern city and ecological city.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 305 Architectural Design Studio 6

The module help students to develop a level of competence in design skills and thinking. It involves the integration of technology with the natural environment, and urban context. Students address a generic brief by building upon it with emphasis in Urban, Environment, and/or Technological issues in a given site to demonstrate the acquisition of a level of competence in research, design thinking, operational skills and communication.

Subject:	Architecture	Pre-requisite:	ADS 201; ADS 205
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 306 Building Materials and Methodology 2

This module introduces ecological and technological issues in designing small and medium size buildings. This includes small scale mechanical systems, natural ventilation and its integration into building design. Students will design one, two and three-way structural systems and understand structure tributary areas and beams analysis.

Subject:	Architecture	Pre-requisite:	ADS 206
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 310 Structure Principle 2

The module include integration principles in architectural design. It covers the analysis of beams, columns, co-planar forces, moments and couples in equilibrium and structural systems and applications to typical structural systems in buildings effects. It also examines issues of construction in different building types and systems.

Subject:	Architecture	Pre-requisite:	ADS 210
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 401 Architecture Design Studio 7

This module will involve critical analyses and thorough discussions of specific topics in History, Theory and in Architecture, Architecture & Urban Heritage and Design Computing.

Subject:	Architecture	Pre-requisite:	ADS 301; ADS 305
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 402 Building Control Systems 2

This course introduces building ventilation, air-conditioning, plumbing, elevators and safety systems to achieve environmental performance-targets and sustainability. Students will learn to deal with the environmental context and the architect's responsibility with respect to global environmental issues. Students will focus on the safety requirement and performance of building through integration of enclosed systems.

Subject:	Architecture	Pre-requisite:	ADS 202
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 405 Architectural Design Studio 8

The objective of this course is to complete a Capstone Project; an architectural project that is a demonstration of the student's readiness and capacity to engage responsibly and creatively in the profession of architecture. Students are expected to execute work relative to a precise theoretical and practical hypothesis or proposition, communicate intentions and results clearly, proceed according to a pertinent program, employ appropriate research methods, adhere to a coherent schedule, and formulate criteria for determining the success of the project.

Subject:	Architecture	Pre-requisite:	ADS 301; ADS 305
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 404 Green Design and Urban Planning

Green designs underpin the current worldwide sustainability drive towards achieving better livability. Essentially, green infrastructure is the network of natural and designed vegetation elements within our cities and towns, in both public and private domains. Green infrastructure includes traditional green elements such as urban parks, gardens and trees, as well as newer green roofs, green walls, water sensitive urban design, and rain garden technologies.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 408 Architectural Construction

To heighten students' awareness of the concepts and components of building structure and technology. Major topics include the roles of architect in the construction industry, basic principles of structural mechanics, primary and secondary building systems including building foundation, floor and roof framing systems, building components such as walls, stairs, doors and windows, and the fundamentals of timber and masonry constructions.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 409 Indoor Environmental Quality

This module deals with the four key performance mandates that are responsible for ensuring good IEQ. The thermal performance deals with thermal comfort in all types of buildings and climates including adaptive comfort models. The indoor air quality (IAQ) performance examines the relationship between IAQ and occupants' well-being and health and identifies the types and sources of indoor air pollutants and means of minimizing the problems. The experimental procedures of investigating and analyzing thermal and IAQ issues are also introduced. The acoustic performance deals with community noise rating systems and the propagation of sound in the urban environment. Environmental noise monitoring and modelling, sound transmission and acoustical design of rooms will be discussed.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 418 Building Energy Performance

This module deals with Energy Efficient Technologies using active and passive systems for Green Buildings. Passive system focus on building facade optimization and the EE domain includes thermal, daylight, ventilation performance and the choice of suitable materials as well as the interrelation of these with architectural design (e.g. form, shape, orientation, massing). Active system includes the conventional heating, ventilating and air conditioning (HVAC) systems typical of most existing buildings as well as emerging technologies such as district cooling/heating systems, cogeneration/tri-generation systems and energy-efficient air-conditioning and air distribution systems. The Renewable Energy domain includes photo-voltaic, solar-thermal, geothermal, wind and fuel cells.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 488 Architecture Internship I

Practical experience in the architecture profession which may involve working at law firms, government agencies, non-governmental organizations.

Subject:	Architecture	Pre-requisite:	ADS 201; ADS 205
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 489 Architecture Internship II

Practical experience in the architecture profession which may involve working at law firms, government agencies, non-governmental organizations.

Subject:	Architecture	Pre-requisite:	ADS 201; ADS 205
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 501 Advanced Architectural Design

The course is intended to evaluate how the students able to carry out independent research under the supervision of a faculty member. Students will identify subject in the area of Architecture Theory/History, Architecture & Urban Heritage, Urban Studies and Design Computing.

Subject:	Architecture	Pre-requisite:	ADS 401; ADS 405
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 502 Material Fabrication

This module introduces the technics and techniques of fabrication related to wood, steel and concrete/plaster. Let the students understand the standard tension tests, compression and shear properties, bending, and sandwich panel properties.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

ADS 503 **Climate Design Architect**

This module covers the principles of environmental responsive architecture, focusing on passive mode and other low energy design strategies for architecture in the various climates. Topics included address the impact of sun, daylight, wind, and rain on architectural design. The module enables students to formulate holistic approaches in generating design solutions.

Subject:	Architecture	Pre-requisite:	None
Credit:	3	Co-requisite:	.-----.
Grading Mode:	Normal	Equivalent:	.-----.

Appendix

A. Board of Trustees

Armitage, Jacquelyn. Chair, Board of Trustees. Higher Education Consultant. B.S., University of Massachusetts, Amherst; M.S., Boston U; E.D., University of Massachusetts, Amherst.

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Lim Dararith. Cambodia Country Leader/Director, Market Development, General Electric (GE); BBus, University of Melbourne; MBA, University of Victoria.

Puy Kea, Correspondent of Kyodo News. B.E., Royal University of Phnom Penh; M.A., Political Science, University of Cambodia.

Sharaf, Rami. CEO, WorldBridge Group; Founder and Chairman, Cambodia Automotive Industry Federation (CAIF).

Eth, Nith. Secretary to the Board. B.Ed., Royal University of Phnom Penh; M.B.A., National University of Management; M.A., Ritsumeikan University of Japan.

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Brad Gordon, Attorney in Cambodia. B.A., Brown University; J.D., Harvard Law School.

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Jeffrey Lamb, Head of the United Kingdom Trade & Investment for the British Embassy in Cambodia. B.A., University of Texas at Dallas; M.A., University of Texas at Dallas.

Kurt S. Olson, Professor, Massachusetts School of Law; Attorney, Olson & Olson, P.A. (Massachusetts & New Hampshire); Court Investigator & Guardian *ad Litem*, Juvenile Courts of Essex and Middlesex counties, Massachusetts; Climate Leader, Climate Reality Project. B.A., Colby College; J.D., Massachusetts School of Law.

Katsuhiro Shinohara, Former Japanese Ambassador Extraordinary and Plenipotentiary to Cambodia; Vice Chairman and Representative of CIESF (Cambodia International Education Support Foundation) to Cambodia. Yokohama City University.

C. Administration and Staff

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Michael Cooke, Manager of Finance

MBA, University of California, Berkeley; BS, Michigan State

Josephine Farrell, Registrar.

Solicitor, England & Wales; LLM, University of Leicester; MA, University of London; LLB (Hons), University of London, Guildford Law School, UK

James Agee, Librarian.

MLS, Emporia State University; MS, University of Central Missouri; MA, University of Central Missouri BA, Mary Baldwin College

Nith Eth, Executives Assistant and Secretary to the Board

MA, Ritsumeikan University of Japan; MBA, National University of Management; B. Ed, Royal University of Phnom Penh

Cielina Maske, Manager of Human Resources

LL.B., University of the Cordilleras, Philippines; BS Biology, University of the Cordilleras, Philippines

Chris Campbell, Assistant Registrar

BA, University of Southern California

Kab Ban, Manager of Marketing

MA National University of Management, Cambodia; BA, Royal University of Phnom Penh, Cambodia

Tola Buoy Chansik, Supervisor of Facilities & Operations

BA, Human Resources University (HRU).

Roman Rybiy, Marketing & Multimedia Coordinator

BAS, California Digital Arts College: Expression College.

D. Faculty

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JD, New College School of Law of San Francisco; MPA, University of South Dakota; BS, Black Hills State University

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