



AUD
AMERICAN
UNIVERSITY
IN DUBAI
SINCE 1995

STUDENT
PLANNER
2022-2023

IMPORTANT NUMBERS

Emergency

University Hotline	04 3183555
Ambulance	998
Dubai Police Department	999
Fire Department	997

General Services

Fault Reporting	170/171
Roadside Assistance (AAA)	800 4430
Telephone Directory	180/181

Hospitals (Private)

American Hospital	04 3367777
Jebel Ali Hospital	04 8845666
Medcare Hospital	04 4079100
Welcare Hospital	04 2827788

Hospitals (Public)

Dubai Hospital	04 2714444
Rashid Hospital	04 2192000
Latifa Hospital	04 2193000

AUD (General Services)

AUD Barber Shop	055 4743733
AUD Hair Salon	04 3995991
Cafeteria	04 3183535
SGA Office	04 3183450
Uni Mart	04 3992728

AUD Main Numbers

Career Services	04 3183132
Exit Gate	04 3183501
Finance	04 3183152
Health Center	04 3183200
IT Helpdesk	04 3183480
Library	04 3183183
Lost & Found (Exit Gate)	04 3183501
Main Gate	04 3183500
Reception	04 3999000
Registrar's Office	04 3183193
Residence Hall Gate	04 3183530



WELCOME NOTE

from the President



Welcome to The American University in Dubai,...
Dubai's only true American University.

Your time at AUD will be a time of discovery; the discovery of new ideas, challenges, friends, and of course, your potential. That potential, at the end of your academic journey here, we are confident will grow into success like it has for so many AUD alumni before you who have walked the same pathway.

During your journey, we hope that you will find this planner helpful in identifying key dates, events, useful facilities and resources to help you succeed academically. It was designed to make your time here at AUD more efficient and enjoyable and we do hope that you will refer to it often and find it to be a valuable resource. Still, there is no substitution for the real thing and if you have any questions or need any assistance whatsoever, just ask a member of the AUD community, your new community.

Wishing you a rewarding time here at AUD and looking forward to meeting you on campus.

My very best regards,

Dr. David A. Schmidt
President



TERM DATES

2022 / 2023

Fall Semester 2022

August 29th - December 16th

Spring Semester 2023

January 16th - May 5th

Summer I 2023

May 9th - June 23rd

Summer II 2023

July 4th to August 18th

Dear new AUD Knights,

I am honored and excited that you are now part of the AUD family. The Office of Student Affairs at the American University in Dubai is committed to providing a variety of services and resources to support, and guide you in your academic journey at the University, ensuring that when you graduate, you are prepared to begin a successful career. I encourage you to make use of this student planner. It is designed to address your questions and concerns and to provide you with an overview of the services and programs available. It is also a great way to organize your schedule, deadlines and to keep track of your day to day University classes.

The adjustment from high school to university can be exciting and demanding. The Office of Student Affairs provides careful consideration and attention to the potential anxieties, fears, and challenges you might face during this transition. Under Student Affairs, you will find opportunities for Athletics programs, Career Services, Personal Counseling, Alumni Relations, Housing, Student Activities, and Study Abroad and Exchange. Make sure you come and visit us so we can guide you on those areas you may be interested in.

AUD prides itself on being the University that provides a personalized experience and caters to the special needs of each and every student in order to provide them with the right support that renders their journey a successful one. We will work diligently to make your experience at AUD positive and fulfilling. Please do not hesitate to contact me should you have any questions and concerns. My office is located in C building, third floor, C329. I am available and ready to help you to make the most of your AUD journey.

Looking forward to meeting you in person soon.







SARA L. MONTERO
Dean of Student Affairs

AUD CAMPUS

Student Network Overview

How do I access

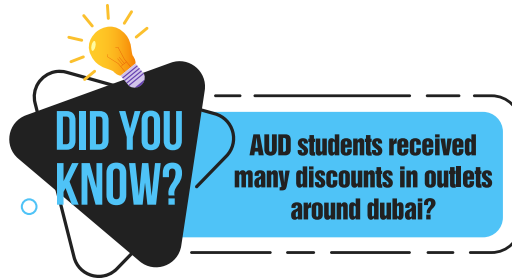
AUD Student Access	Description/Link	Username	Password
Blackboard 	Visit www.aud.edu Click on Students menu. Then click Student Resources and select Blackboard or visit https://ecourses.aud.edu/	Student ID	Same as your Computer Login Password
Wi-Fi (Wireless) 	Wireless (SSID) Name: AUD Students	Username/Identity: Student ID	Same as your Computer Login Password
MyMail (Student Email) 	Visit www.aud.edu Click on Students menu. Then click Student Resources and select Mymail: Student Webmail.	Firstname. Lastname @mymail.aud.edu	Password: Student ID NOTE: Please change your password during your first login.
Student Portal (Student course information/ Grades/ Online registration) 	Visit www.aud.edu Click on Students menu. Then click Student resources and select Student Portal.	Please click on Create a new account in Student Portal Login page and follow the online instructions. https://online.aud.edu/	

NOTE: Please change your password on your first Login.

In case you have any IT related problems,
please send an email to ithelpdesk@aud.edu or
call +971 4 3183 480

IT office location: E217

<https://itservices.aud.edu>



Scan code to access your student discounts:



Exchange programs with International Universities



Discounts of 20% off and more in local restaurants, gyms and many more places



Employability Rate

AUD has been ranked as the number one university for employability in the UAE by the QS World University Rankings 2019 - 2020



One of two exclusive innovation centers in Dubai



AUD has an international student body comprised of more than 106 nationalities



15:1 Student to faculty ratio

Organizational Tools

WEEKLY TIME TABLE - FALL 2022

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:00 am							
8:00 am							
9:00 am							
9:30 am							
10:00 am							
10:30 am							
11:00 am							
11:30 am							
12:00 pm							
12:30 pm							
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2:00 pm							
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3:30 pm							
4:00 pm							
4:30 pm							
5:00 pm							
5:30 pm							
6:00 pm							
7:00 pm							
8:00 pm							
9:00 pm							

Important Weekly Information

Day	Time	Description (for example: professor office hours)

WEEKLY TIME TABLE - SPRING 2023

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:00 am							
8:00 am							
9:00 am							
9:30 am							
10:00 am							
10:30 am							
11:00 am							
11:30 am							
12:00 pm							
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5:00 pm							
5:30 pm							
6:00 pm							
7:00 pm							
8:00 pm							
9:00 pm							

Important Weekly Information

Day	Time	Description (for example: professor office hours)



GO TO THE REGISTRAR'S OFFICE FOR

Registrar Resources



Clarifying Academic Policies & Degree Requirements



Releasing Grades & Schedules



Helping students with registration



Maintaining student records



Issuing Student IDs, Letters & Transcripts



Conducting Graduation exercises & Issuing Diplomas

Office location: Admin 127

Email: registrar@aud.edu

Phone: 04-3183193



+97150470927



REGISTRAR'S RESOURCES & PLATFORMS

<https://registrar.aud.edu/>

Course Withdrawal

Grade Appeal

Change of Program/ Major

Waiver of Prerequisites

Course Overload requests

Course Authorization

Academic Standing Appeal

Diploma request

<https://registrarforms.aud.edu>

Request for letters & transcripts

Change of data
(emails, phone numbers)

Request of documents from
student's file

LIBRARY

AUD Library provides print and online resources to help you complete your assignments and conduct your research successfully. Library staff are always available to help you find relevant resources, navigate our many databases and answer any questions you have on correctly referencing your sources. Facilities are available to study, research, produce work, scan and print - and purchase printing credits.

“

My favorite part about working in the library is the people I work with. Being so far away from home, they are like a second family to me. It is a great way to interact with other students, and overall a fun experience.”

Sarah Alkhatib
Student Library Assistant



We are open until late most days - check our hours on the library's website. Find resources, read, study quietly, collaborate in groups, or find a friend to join you in a quiet game of chess.

We have
a space
just for you!



Need more information?

Head for the Library's Information Desk or explore the Library First Year-Experience Guide.





BOOKS

Print & E-Books

+44,000 volumes

Subscription Packages

≅ **280,000** volumes



PERIODICALS

Individual Subscriptions

+115 titles

Subscription Packages

≅ **40,000** full text titles

(journals, magazines, newspapers)



DATABASES

+50

Reference, e-books,
reports, data, articles,
images, streaming video, etc.



INFORMATION SERVICES

Research Guides & Course Guides **+50**

Reference and Research Assistance **As needed**

Inter-Library Loan Requests **As required**

Library Resource Instruction Workshops

Scheduled and on-request



SEATING SPACES

Total **289**

Study Seating **202**

Computer Lab Seating **48**

Group Study Rooms **4**



LIBRARY HOURS

For library hours please check the AUD
website at <https://library.aud.edu/>

Location: Admin Bldg. - 2nd floor

Phone: 04-3183183

Get the No's out of the way



Cell Phone

No calls, texting only



Food-Never



Reusable plastic bottles and covered
drinks only (and no plastic straws!)

Library resources: www.library.aud.edu

Student Government Association

Welcome Note



Heba Alhamarna
SGA President



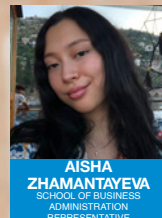
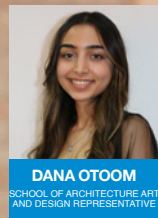
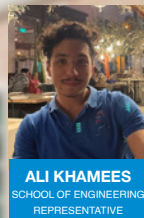
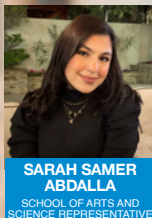
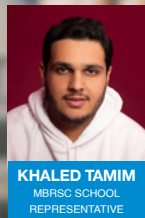
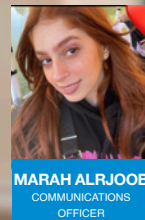
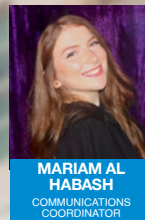
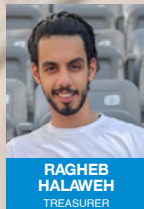
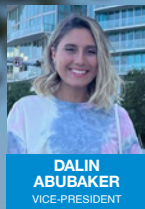
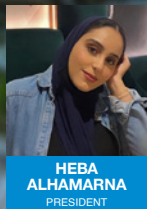
My name is Heba Alhamarna, and I am thrilled to be your Student Government Association president for the upcoming academic year of 2022-2023. As the SGA President, I would like to welcome both new and returning students to the AUD family and wish you a great academic year.

We are here for you in case you have any questions or concerns throughout the year, as you can always reach out to us, and visit our office at C225.

Looking forward to an amazing year, full of events, fun, laughter and memories with all of you.

Regards,
Heba.

SGA Team 2022-2023





Student Government Association

The Student Government Association (SGA) serves as a liaison between university staff and students playing an active role in planning and coordinating student activities.

Recognized as the official representative voice of the student body, students are encouraged to freely and openly express their views to SGA officers who will ensure appropriate follow-up.

The SGA is composed of executive and representative members. Specialized committees are created to focus on particular tasks and operations in regularly scheduled meetings throughout the academic year.

Important SGA responsibilities include:
Representing students' interests to the AUD administration;
Supporting the Student Activities Division in facilitating campus activities;
Assuming financial responsibility for SGA funds and financial records;
and, striving to uphold and promote the AUD Honor Code and Conduct Code.

All AUD students are eligible for membership.

Contact: sga@clubs.aud.edu



/audsga

AUD STUDENT CLUBS & ORGANIZATIONS



AUD has more than 35 student clubs and organizations. Some of the clubs are represented above. If you are interested in starting a club or joining any of the already formed clubs please email: saffairs@aud.edu

Club Fairs are held at the beginning of each term. This provides all students a chance to sign-up to clubs of their interest and to receive news of events and activities organized by those clubs.



Why get Involved in AUD Student Life?

Extracurricular Activities and Co-Curricular Transcript

What is a Co-Curricular Transcript?

The Co-Curricular Transcript (CCT) is an official document detailing a student's activities outside the classroom. It officially documents and verifies a student's non-academic achievements throughout their journey at AUD.

The CCT will become a footprint of your time outside the classroom at AUD.

The transferable skills gained from these leadership experiences will serve you well as you prepare for a successful future.



Why do I need a Co-Curricular Transcript?

Your Co-Curricular Transcript will complement your resume and academic transcript and can be submitted to graduate schools and prospective employers. The CCT allows you to represent yourself in a more comprehensive manner and paves your way to your future career.

What Type of Roles are included in the CCT?

- AUD Athletics (captains & team members)
- Clubs & Organizations (President and Vice-president)
- Members of the Student Government Association (SGA)
- Peer Health Educator (PHE) at the AUD Health Center
- Resident Assistants (RA) in the Resident Halls
- Study Abroad Ambassador (SAA)
- Peer Advisor (PA)
- Peer Tutors
- Volunteer
- Career Ambassador (CA)

How do I obtain my Co-Curricular Transcript?

You can request your CCT through the Student Affairs student portal – <https://sa.aud.edu>

Please feel free to reach out to your Student Activities Coordinator in Office C330 or email saffairs@aud.edu



STUDENT ACTIVITIES

Make your time at AUD count. Discover passions, set off on adventures and build lasting friendships with your peers from all over the world.

We encourage you to do so by actively engaging in the plethora of co-curricular activities and student groups that are on hand for you to have fun, as well as build skills such as team work, leadership and event planning.

If your special interest or hobby is not a club yet, ask the Student Affairs team about the steps and process to make your passion an official AUD club. Your community engagement beyond the classroom is also a great way of enhancing your resume.



Follow us on *Instagram*



@audstudentlife

@audfirstyear



Student Activities Division is committed to help you find **your passion, grow as a leader, and make new friends** while discovering mutual interests.

Departmental
Clubs

Special
Interest
Clubs

Cultural
Clubs

Maria Khoury

Student Activities Coordinator

Office: C330

Email: mkhoury@aud.edu

Phone: 04 3183515

Beyond club membership, AUD offers extensive leadership opportunities, which are carefully designed for students to develop important skills in management, communication, public speaking, and public relations.

AUD Student Leadership Programs

- Student Government Association (SGA)
- Peer Advisors (PA)
- Peer Health Educators (PHEs)
- Study Abroad Ambassadors (SAA)
- Resident Assistants (RAs)

To apply for these positions send an email to saffairs@aud.edu





ACADEMIC ADVISING & SUPPORT

WHERE

Admin 109
(Academic Advising)
(Academic Support)



WHEN

8:00 am-5:00 pm



WHAT

- Thorough advising of undergraduate students to remove Advising Holds
- Following up with students facing academic difficulties
- Referring students to appropriate campus resources
- Educating students on AUD academic policies
- Serving as students advocates by resolving problems that students face on campus

HOW

- Providing customized course plans
- Providing grade targets
- Calculating CGPA, MGPA, & FGPA
- Assisting students in making effective decisions (Withdrawals, Change of Program, Change of Major and Choice of Minor)
- Academic Coaching

WHY

- Strengthening your sense of responsibility
- Completing your degree successfully and in timely manner
- Providing tutoring services (request a tutor or become a tutor)
- Organizing help sessions on academic success strategies
- Offering academic resources

Contact us at: academicadvising@aud.edu, academicsupport@aud.edu



**Scan for details
and any requests!**



The AUD Academic Support Division aims to maximize your academic experience by:

Providing tutoring services (request a tutor or become a tutor), Organizing help sessions on academic success strategies and Offering academic resources.

Help center locations:

Writing Center – C418 and Microsoft Teams

Public Speaking Center – Library

Math Tutoring Center – E116

Links and Schedules to the above help centers can be found on the Academic Support page: <https://libguides.aud.edu/academicsupport/resources>



GRADE SCALE

Grade	Points	PERCENT	
A	4.00	90 – 100	Excellent
A-	3.70	87 – 89	Very Good 😎
B+	3.30	84 – 86	Good
B	3.00	80 – 83	Good 😊
B-	2.70	77 – 79	Good
C+	2.30	74 – 76	Satisfactory 😊
C	2.00	70 – 73	Average
C-	1.70	67 – 69	Below Average
D+	1.30	64 – 66	Poor 😞
D	1.00	60 – 63	Poor
F	0.00	< 60	Failing 😞

$$\begin{aligned}
 \text{C.G.P.A.} &= \text{Cumulative Grade Point Average} \\
 &= \frac{\text{TOTAL (Points X Hour Credits)}}{\text{TOTAL Hour Credits}}
 \end{aligned}$$

PERSONAL COUNSELING

We are here to help.

We provide a safe, confidential place for students to talk with the Personal Counselor about any concerns or problems that might interfere with their personal growth and academic achievement.



Who is a Personal Counselor?

The Personal Counselor is a trained professional committed to helping AUD students identify, understand, and develop skills to increase their self-awareness and resolve their personal concerns.



What does the Personal Counselor do?

Offering individual one-to-one Counselling Services to help you:

- improve your well-being
- develop self-awareness
- overcome problems that are holding you back
- address mental health concerns (i.e. anxiety, depression)
- develop better relationships
- explore your academic and career directions
- increase your personal and academic resilience
- heal from traumatic experiences



STRESS



Who can benefit from seeing the Personal Counselor?

Making a transition to university life is not always easy nor is the experience the same for every student. Students face a variety of challenges which may affect their personal growth, emotional well-being, and their ability to strive. Some of these challenges include, but are not limited to:

- Anxiety
- Depression
- Grief, trauma
- Adjustment and transition
- Lack of self-confidence
- Relationship and family difficulties
- Concentration problems

Any of these issues can prevent students from reaching their full potential. Students may find that their previous methods of handling problems are not working. Counseling help students learn new coping skills that help them handle their challenges in a better way.



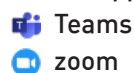
What is confidentiality?

Confidentiality is the state of keeping everything private and confidential between the counselor and the student. Counseling is a confidential process where students are encouraged to speak freely and trust that their personal information will remain private. In the rare case that the counselor must speak with a student's family member or Dean of Student Affairs, the student will be notified.



Ms. Layal Tayim
AUD Personal Counselor
Office: C328
Email: ltayim@aud.edu
Phone: 04 3183138

Online Appointment Via:



HEALTH CENTER

Promotes, improves, and maintains a healthy campus environment by providing accessible, high-quality care, health supervision, and educational programs.

In addition, AUD Health Center provides health supervision of all currently enrolled students, faculty, and staff and promote the prevention of illness and the well-being of AUD community.

Operating hours



Monday- Friday: 8:00 a.m.- 5:00 p.m.
Saturday Sunday: Closed



The Health Center, is located in A Building, Room 116.



04- 3183 200

After working hours and during the weekend, contact:

AUD Hotline: 04-3183 500, 555

or, communicate with AUD Health Care providers through WhatsApp: 056-916 7761



Nelly El Halabi, B.S.N., L.S.H.
Health Center Director
nhalabi@aud.edu



Kareen Saarenas-Ybañez
Health Center Nurse
ksaarenas@aud.edu



Susan Pacya-Villafuerte
Health Center Nurse
svillafuerte@aud.edu

Student of Determination (Special Needs)

AUD Health Center works closely with People of Determination, it welcomes and encourages students with special needs to identify themselves and to seek the needed support well in advance of the start of any coursework.

Physical Special Needs conditions like:

Diabetes, Heart problems, Epilepsy, Cancer, and others.

Mental Special Needs conditions like:

Anxiety, Depression, Asperger's Syndrome and others.

Learning disorders like:

ADD/ADHD, Dyslexia, and Dyscalculia.



Enrolled students with medical issues or disabilities, who require care or support of their campus activities, and /or their academic performance, must contact AUD Health Center Director.

Absence

AUD Health Center does not provide excuses for class absences or missed assignments. The verification of a medical documentation does not excuse the student from class.

Final decision on how to proceed remains at the professor's discretion.

Peer Health Educators



The Health Center supports a group of Student Leaders known as Peer Health Educators, PHE.

PHEs are a group of trained students who are effective in helping others make healthier choices. They also help create positive social norms and the foundation to support healthy campus environments. Members of PHE work closely with AUD Health Center and serve as a resource for guidance, training and referral.



ALUMNI

“When you join AUD, you become part of an extended family of peers, mentors, and teachers who will forever support you in achieving your personal and professional goals. As we celebrate every graduate success, stay in touch, and share your accomplishments with the Alumni Division on audalumni@aud.edu

We plan and host exclusive community and cultural events for AUD’s alumni to mingle with their fellow graduates.

After graduation, you are entitled to an AUD Alumni card which grants you access to special discounts and offers in the UAE. The card can also be used to enter AUD’s campus to use certain services and facilities.

Location: C322

Email: audalumni@aud.edu

Phone: 04-3183590





H.E. Omar bin Sultan Al Olama-Omar was appointed Minister of State for Artificial Intelligence in October 2017 at the age of 27. He is in charge of enhancing government performance by investing in the latest technologies and tools of artificial intelligence, and overlooks its implementation in various sectors.

Omar also led the **World Government Summit** as a member of the Executive Committee since May 2014 and became Managing Director in July 2016 to present. Omar recently joined the thirteenth batch of the national service, becoming the first minister to join.

Bachelor of Business Administration, Management - (Class of 2011)

Minister of State for Artificial Intelligence - Office of the Prime Minister of the United Arab Emirates



Amna S. Al Habtoor - Amna

was Executive Director of Marketing & Communications at AL Habtoor Motors, a family business. She launched her fragrance line, Arcadia in 2015, and studied the art of fragrance-making at The Cotswold Perfumery in Cheltenham, England. Towards the completion of her perfumery course, Amna was drawn to the idea of a fragrance line focused on the art of nostalgia. Amna then redeveloped the culture of scents in the Middle East and to date the company has developed several premium retail partnerships in the GCC.

Bachelor of Fine Arts in Graphic Design - (Class of 2010)

Founder of Arcadia by Amna Perfumes



Haroon Tahir - Haroon has over 5 years of experience in marketing, consumer insights, and public relations. He adds entrepreneurial know-how to businesses and brands by aiding them to create, build, and maintain powerful consumer identities.

Haroon is an economics alumnus and has a passion for writing and content creation. He is simultaneously creative, strategic, and supports corporate and lifestyle brands to execute successful campaigns.

He is also a Dubai-based influencer that launched his debut book of poetry titled "Loved, Lost and Learned."

Bachelor of Business Administration, Economics - (Class of 2015)

Communications Manager - COPIA GROUP



Shahed Ballan - Shahed

joined Middle East Broadcasting Center - MBC in July 2013 as a Researcher. Shahed is now pursuing her career as a TV host, best known for hosting the Hamsa Show on MBC1. She is also a brand ambassador for Garnier Arabia.

Bachelor of Digital Production and Storytelling, Media Studies - (Class of 2011)

Master of Arts in Leadership and Innovation in Contemporary Media (M.A.) - (Class of 2019)
TV show host - MBC



Maki Ararau, He established his company 3 years ago, after graduating from AUD. He currently has 9 coaches engaged in 2 programs: ECA [extracurricular activities after-school] and ACADEMY (which is more serious and is designed to develop student-athletes).

Master of Business Administration - (Class of 2016)

Managing Director - Elite PRO Sports Academy LLC





CAREER SERVICES

Explore Beyond
Your Horizon

The Career Services Division is dedicated to helping students make the successful transition from university experience to the professional work

On behalf of Career Services,
we welcome you and invite you to
get to know us better. If you need
any additional information,
please contact us directly at
careerservices@aud.edu

We liaise with regional and multinational companies, creating a business network to offer employment and internship opportunities to AUD students and alumni. Through a series of activities and events, AUD student community and companies are brought together with the aim of a mutually beneficial collaboration, offering the business community the best talent for society advancement.





EMPLOYER Testimonial

“

“L’Oréal Middle East is proud of its strong partnership with the American University in Dubai. The caliber of creative talented students who are pursuing their education in the region is inspirational. We are happy to say that many of the diverse AUD graduates join our annual internship program and become key players in fostering L’Oréal Middle East’s culture and business growth.”

- Rainer Iveson
Head of Talent Acquisition MENA,
L’Oréal Middle Easti

”

“

“Our partnership with the AUD has been an exciting and fruitful one, with students a natural audience for what our organisation has to offer, and great resources for supporting our work in the UAE when needed.”

- Mario Stephan
Executive Director
of MSF UAE

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AUD ALUMNI ARE AMONG THE MOST EMPLOYABLE GRADUATES IN THE WORLD!

In September 2019, AUD was ranked as the #1 university in the UAE for employability by QS World University Rankings and Times Higher Education’s World University Rankings highlighting the success of the university’s efforts to bridge the gap between academic study and employment.

Why AUD Career Services?

- CV/cover letter reviews & workshops
- Internship Course Counseling
- Full-time/Part-time Placements
- Mock Interview workshops
- Career related workshops/seminars
- Network & connect you with our strategic partners

Who are we?

Cynthia Samaha
Career Services Manager
csamaha@aud.edu
C building, 3rd floor, Office C323

Hira Kamal Akbar
Career Counselor
hakbar@aud.edu
C building, 3rd floor, Office C324



Don’t forget to connect with potential employers and apply to vacancies by creating your profile on our job portal <https://audubai.jobteaser.com/>

STUDENT HOUSING

Please contact the Housing Coordinator for the following:

- Housing reservations and cancellations
- Policies, rules, and procedures
- Personal problems
- Room/roommate changes
- Roommate issues
- Safety issues
- Curfew issues
- Deposit claims
- Suggestions and concerns
- Event Suggestion
- Housing forms and documents



Lovely Mariz D. Sarimos
Housing Coordinator

Office: C326
Email: lsarimos@aud.edu
Phone: 04 3183133



**MAKE YOUR
RESIDENCE HALLS
YOUR HOME**



**MAKE NEW FRIENDS
AND ENGAGE IN
OUR STUDENT
HOUSING EVENTS**





CONTACT YOUR RESIDENT ASSISTANTS (RAs) OR VISIT THEIR ROOMS FOR

- Roommate issues
- Noise and disturbances
- Hygiene concerns in rooms and in common areas
- Maintenance requests
- Programming and events



CONTACT YOUR FEMALE AND MALE CONTROLLERS FOR;

- Room cleaning
- Maintenance requests
- Lost keys
- Storage
- Logistics of room/ roommate changes



Female Housing Controller

Rizalyn Ranosa
04 3183512
rranosa@aud.edu



Male Housing Controller

Santa Kumar Raut
04 3183511
sraut@aud.edu

ATHLETICS

AUD has some of the best sporting facilities in Dubai, which include



Students, who engage in sports work as part of a team, develop leadership skills and maximize their potential for success.

AUD Athletics accommodates all students at various fitness levels, ranging from beginners to advanced and more competitive athletes.



Joseph Nohra
Athletics Director
jnohra@aud.edu
04 3183420
C231



A soccer field



An outdoor track



outdoor courts including tennis, volleyball and basketball



AUD Knights indoor arena



AUD outdoor swimming pool



Follow us on *Instagram*
@audathletics

AUD SPORTS TEAMS

Regular tournaments, games and friendly matches compliment the training and reward student-athletes who are encouraged to maintain a delicate balance between academic and athletic excellence.

Intramural Sports

These activities include bowling, volleyball, basketball, table tennis, soap soccer, beach volleyball, water games and tennis.

Drop-in Sports, Sport Clubs and Fitness Programs

Drop-in sports, clubs and fitness programs are designed for AUD students, alumni, faculty and staff who wish to enjoy social interactions in an athletic environment like Aqua gym, Zumba and Yoga.

USAGE OF AUD SPORT FACILITIES

Basketball and Volleyball

Indoor courts are limited to usage of AUD Athletes. Outdoor basketball/volleyball courts are available at all times to the AUD community. If the doors of the courts are locked, contact the Custodian at 043183558 and ask them to open the doors.

Soccer

The green field is limited to the usage of our soccer teams. Once a week the green field is open for AUD community members. Sports attire and appropriate shoes are required.

Swimming pool

The swimming pool is available for the use by the AUD community. Pool closes during team practices, competitions and events for use by the AUD Swimming Team.

Squash Courts

The squash courts are available for use by the AUD community. Doors of the courts are usually locked, call the custodian at 043183558 and ask them to open the doors. Sports attire and appropriate shoes are required. Bring your own equipment.

7:30 am to 7:30 pm

Gym in the student center

Located in C232, the gym is available for use by the AUD community. Follow and respect the rules. Sports attire and appropriate shoes are required.

7:30 am to 7:30 pm

Track

The AUD Track is available for the use by the AUD community. The track is open 24hrs.



AUD STUDY ABROAD & EXCHANGE PROGRAMS

Do you know that you can study abroad as part of your AUD degree?

Nowadays students are facing competition on a global scale and cultural competencies are crucial to success and directly linked to higher employability. The importance of studying abroad is increasingly prominent and it has been utilized by students as an essential tool to incorporate international experience into their academic plans.

A Semester Abroad

AUD offers an array of official study abroad and exchange programs for AUD students to experience study abroad in the US, UK, France, Germany, Italy and South Korea!

The Benefits of studying Abroad

Statistics show that students have an increased improvement in GPA post-study abroad along with higher graduation rates. Additionally, students who study abroad are twice as likely to find a job and land a job within a shorter period and with higher starting salaries. Students also attribute study abroad to increased maturity, self-confidence and a greater tolerance for ambiguity.

- **Higher Academic Performance**
- **Greater Career Opportunities**
- **Improve Personal Growth**

Question? Contact us at:

studyabroad@aud.edu

Phone: 04 318 3417

Location: C325

SCAN HERE
FOR MORE INFORMATION





Monaco

SciencesPo

Paris, France



Le Havre, France



Università
Bocconi
MILANO

Milan, Italy



Lille, France



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Bologna, Italy



REGENT'S
UNIVERSITY LONDON

London, UK



Madrid, Spain



Frankfurt School
of Finance & Management

German Excellence. Global Relevance.

Frankfurt, Germany



Università
Ca' Foscari
Venezia

Venice, Italy



Atlanta, Georgia, USA



University of St. Gallen

Saint Gallen, Switzerland



KNU
KYUNGPOOK NATIONAL UNIVERSITY

Daegu, South Korea

Follow us!

 @AUDstudyAbroad

AUD Global Seminar

Join an AUD professor for a short-term and meaningful program abroad!

Advising & Info Sessions

Want to gain a carefully designed international learning experience through one of our study abroad or exchange programs? AUD hosts information sessions for study abroad and exchange programs regularly and provides personalized advising services. We will guide you through the process and connect you with the best international learning experience that suits your academic and personal goals.



ACADEMIC CALENDAR 2022-2023

FALL SEMESTER 2022

August 22+	LD: Appeal for reversal of summer II suspension or dismissal
August 24	Arrival of residence hall students
August 25	Student/Parent Orientation
August 26+	LD: Request for return from suspension
August 29	Classes begin
August 29-September 2	Drop/Add
October 8*	Prophet's Birthday
November 4	Last day for withdrawal from classes
December 1	UAE Commemoration Day (tentative)
December 2-3	UAE National Day
December 9	Last day of classes
December 11	Final exams begin
December 16	Semester ends

SPRING SEMESTER 2023

January 9+	LD: appeal for reversal of fall suspension or dismissal
January 9+	LD: request for return from suspension
January 11	Arrival of residence hall students
January 12	Student/Parent Orientation
January 16	Classes begin
January 16-20	Drop/Add
March 13-17	Spring break
March 24	Last day for withdrawal from classes
April 20-23*	Eid Al Fitr
April 28	Last day of classes
May 1	Final exams begin
May 5	Semester ends

SUMMER I SESSION 2023

May 4	Arrival of residence hall students
May 8+	LD: appeal for reversal of spring suspension or dismissal
May 8+	LD: request for return from suspension
May 9	Classes begin
May 9-11	Drop/add
May 19 (tentative)	Commencement
June 9	Last day for withdrawal from classes
June 21	Last day of classes
June 22	Final exams begin
June 23	Session ends
June 27-30*	Eid Al Adha

SUMMER II SESSION 2023

July 3	Arrival of residence hall students
July 3+	LD: appeal for reversal of summer I suspension or dismissal
July 3+	LD: Request for return from suspension
July 4	Classes begin
July 4-6	Drop/add
July 19*	Islamic New Year
August 4	Last day for withdrawal from classes
August 16	Last day of classes
August 17	Final exams begin
August 18	Session ends

LD: Last Day

+ For Undergraduates only

*All Islamic Lunar Holidays for the private sector will be fixed per announcement by the relevant Ministry
Placement exam dates and registration procedures are available each term from the Admissions Office.

GLOSSARY OF ACADEMIC TERMINOLOGY

The following glossary represents a list of the various terms and definitions that students, faculty, and staff encounter at the American University in Dubai.

Academic Advising

The process between the student and an assigned academic advisor that involves exploring the value of a general education, reviewing the services and policies of the institution, discussing educational and career plans, and making appropriate course selections, mainly before registration.

Academic Appeal

A procedure which allows a student to ask for a review of a decision relating to academic progress, mainly following Academic Suspension, or Dismissal.

Academic Dismissal

The end result of a pattern of multiple semesters (often three in number) of grades below the university's standards for Good Academic Standing (2.0 CGPA).

Academic Standing

The key mechanism by which a student's progress in their program is monitored. At the conclusion of each semester's grade processing, a term and cumulative GPA is calculated for each degree-seeking student. A student's academic standing may be impacted by the term GPA or the cumulative GPA, or both.

Academic Warning

An alert issued to a student after one semester of not meeting the University's cumulative grade point average (GPA), usually a 2.0.

Academic Suspension

An official notification that a student has earned a semester grade-point average of less than 2.00 while on academic probation. It normally lasts for one semester, during which the student is not allowed to register for courses at the University.

Alumni

Any student who has been certified as meeting all degree requirements and has been awarded a degree.

Auditing Courses

The option of taking a course for its knowledge value with no intention of earning credits or grades from the course. Students may audit a course as a degree-seeking student or visiting (non-degree seeking students). There are no credit hours associated with audited courses, and auditing a course does not affect a student's GPA.

Blackboard

A proprietary web-based platform which allows instructors to provide materials, communicate, and support student learning.

Co-requisite

A course which must be taken at the same time as another course.

Course Load

The total number of courses (and consequently credits) a student is taking in a given time period.

Course Overload

Refers to any course taken over and above the standard course load. This is normally a 3rd course in the Summer terms, or a 6th course in regular semesters (Fall/Spring), and always requires the academic advisor and the dean's approval.

Course Section

A unique offering of a particular class, such as ARTS200 A, MATH 101 B. (the letter following the course number is the section number). There can be multiple offerings (sections) of a course each semester, and they are published in the Course Schedule.

Course Waitlist

The process of allowing students to submit a request to be considered for registration in a class that is, at the point of registration, full.

Credit Hour

The amount of credit awarded for successful completion of one contact hour of classroom instruction.

Dean

An administrative head of a School, or set of related academic units.

Dean's Honor List

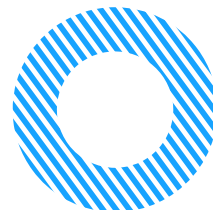
An academic distinction used to recognize the level of highest scholarship demonstrated by students in a given semester. This is determined by looking at the student's term GPA.

Degree Requirements

The list of courses required for each degree program.

Developmental Studies

Uncredited courses taken to provide an opportunity for students to improve their academic skills in preparation for future coursework, mainly in English and Math. These courses do not count towards the student's degree program, or GPA.



Drop/Add

The first week of the Spring & Fall semesters, and the first three days of the Summer semesters during which students can make changes to their course schedules without attracting any penalties.

English Bridge

Two levels of instructions (098 & 099) that prepare students for entry into an academic degree program by developing the English-language skills of reading, writing, listening, and speaking.

FERPA

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of, and limit access to, student educational records.

First Year

An undergraduate student who has completed and earned a total of 29 semester credit hours, or less.

Grade Point Average (GPA)

Weighted average calculation that factors in the number of credits in a course, the letter grade earned, and consequently the quality points for each earned grade according to a pre-determined point system.

Grade Appeal

The process of requesting for a reconsideration of an assigned grade within one month subsequent to the issuance of the grade. Sufficient, tangible evidence must be submitted to support the request for a re-examination of the assigned grade.

Incompletes

Also known as "I" grade. It is temporary grade which may be given at the instructor's discretion to a student when illness, necessary absence, or other reasons beyond the control of the student prevent completion of course requirements by the end of the academic term.

In-Progress (IP)

A grade indicating that a course is still in progress and will be completed at a later date.

Junior

An undergraduate student who has completed and earned a total of 60 to 89 semester credit hours.

Minor

Also known as academic minor. The academic minor comprises a designated group of classes in a discipline that is outside the major field(s). Minors typically consist of a minimum of 18 credit hours and are not required to obtain a degree.

Pre-requisite

A course which must be completed prior taking another course.

Probation

A period of time in which students must improve their academic standing by meeting or making evident progress toward their University eligibility criteria. Often follows after an Academic Warning for in-school students.

Provost

The head of all academic units. The role of a provost includes supervising school deans and academic support units, encouraging and fostering an environment of excellence, continuous improvement, and collaboration within and across these units.

Semester/Term

An academic period made up of 16 weeks during the fall and the spring, and 7 weeks during the summer terms of each Academic Year.

Senior

An undergraduate student who has completed and earned a total of 90 semester credit hours, or more.

Sophomore

An undergraduate student who has completed and earned a total of 30 to 59 semester credit hours.

Syllabus

An outline and summary of topics to be covered in a course. It stipulates courses content, student work and evaluation of that work.

Transcript

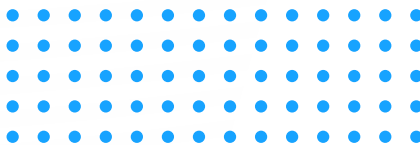
Also known as academic transcript. The academic transcript represents the official university record of student's academic history of coursework completed AUD and the grades and associated Grade Point Average received. Also listed on the transcript are declared academic credentials, awarded academic credentials for students who have completed their degree, and university honors awarded by the institution upon the conferral of the degree.

Withdrawal (from Courses)

The action of officially opting out of a class after the Drop/Add period has ended. This attracts no grade penalty, but guarantees no tuition refund. For Fall and Spring terms, the deadline is the end of the 9th week of classes. For Summer I and Summer II, the deadline is the end of the 4th week.

Withdrawal (from the University)

The process of a student officially notifying the Registrar's Office that they no longer wish to be part of the University's student body.



AUGUST / 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
1	2	3	4
8	9	10	11
15	16	17	18
22 LD: Appeal for reversal of summer II suspension or dismissal	23	24 Arrival of residence hall students	25 New Student/Parent Orientation
29 Classes begin	30 Drop/Add	31 Drop/Add	



FRIDAY	SATURDAY	SUNDAY	NOTES
5	6	7	<hr/> <hr/> <hr/>
12	13	14	<hr/> <hr/> <hr/>
19	20	21	<hr/> <hr/> <hr/>
26	27	28	<hr/> <hr/> <hr/>
LD: Request for return from suspension			<hr/> <hr/> <hr/>
Visiting /Study Abroad Orientation			<hr/> <hr/> <hr/>

SEPTEMBER / 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
			1 Drop/Add
5	6	7	8
12	13	14	15
19	20	21	22
26	27	28	29



FRIDAY	SATURDAY	SUNDAY	NOTES
<div>2</div> <div>Drop/Add</div>	<div>3</div>	<div>4</div>	<div></div> <div></div> <div></div>
<div>9</div>	<div>10</div>	<div>11</div>	<div></div> <div></div> <div></div>
<div>16</div>	<div>17</div>	<div>18</div>	<div></div> <div></div> <div></div>
<div>23</div>	<div>24</div>	<div>25</div>	<div></div> <div></div> <div></div>
<div>30</div>			<div></div> <div></div> <div></div>

OCTOBER / 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
3	4	5	6
10	11	12	13
17	18	19	20
24	25	26	27



FRIDAY	SATURDAY	SUNDAY	NOTES
	1	2	<hr/> <hr/> <hr/>
7	8 Prophet's Birthday	9	<hr/> <hr/> <hr/>
14	15	16	<hr/> <hr/> <hr/>
21	22	23	<hr/> <hr/> <hr/>
28	29	30	<hr/> <hr/> <hr/>

NOVEMBER / 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
31	1	2	3
7	8	9	10
14	15	16	17
21	22	23	24
28	29	30	

FRIDAY	SATURDAY	SUNDAY	NOTES
<div>4</div> <div>Last day for withdrawal from classes</div>	<div>5</div>	<div>6</div>	
<div>11</div>	<div>12</div>	<div>13</div>	
<div>18</div>	<div>19</div>	<div>20</div>	
<div>25</div>	<div>26</div>	<div>27</div>	

DECEMBER / 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
			1 UAE Commemoration Day (tentative)
5	6	7	8
12	13	14	15
19	20	21	22
26	27	28	29



FRIDAY	SATURDAY	SUNDAY	NOTES
<div>2</div> <div>UAE National Day</div>	<div>3</div> <div>UAE National Day</div>	<div>4</div>	<div></div> <div></div> <div></div> <div></div>
<div>9</div> <div>Last day of classes</div>	<div>10</div>	<div>11</div> <div>Final exams begin</div>	<div></div> <div></div> <div></div> <div></div>
<div>16</div> <div>Semester ends</div>	<div>17</div>	<div>18</div>	<div></div> <div></div> <div></div> <div></div>
<div>23</div>	<div>24</div>	<div>25</div>	<div></div> <div></div> <div></div> <div></div>
<div>30</div>	<div>31</div>	<div>1</div>	<div></div> <div></div> <div></div> <div></div>

JANUARY / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
2	3	4	5
9	10	11	12
LD: appeal for reversal of fall suspension or dismissal LD: request for return from suspension		Arrival of residence hall students	New Student/Parent Orientation
16	17	18	19
Classes begin Drop/Add	Drop/Add	Drop/Add	Drop/Add
23	24	25	26
30	31		

[illegible]

FEBRUARY / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
		1	2
6	7	8	9
13	14	15	16
20	21	22	23
27	28		

[illegible]

MARCH / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
		1	2
6	7	8	9
13	14	15	16
Spring break	Spring break	Spring break	Spring break
20	21	22	23
27	28	29	30



FRIDAY	SATURDAY	SUNDAY	NOTES
3	4	5	<hr/> <hr/> <hr/>
10	11	12	<hr/> <hr/> <hr/>
17 Spring break	18	19	<hr/> <hr/> <hr/>
24 Last day for withdrawal from classes	25	26	<hr/> <hr/> <hr/>
31			<hr/> <hr/> <hr/>

APRIL / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
3	4	5	6
10	11	12	13
17	18	19	20
			Eid Al Fitr
24	25	26	27



FRIDAY	SATURDAY	SUNDAY	NOTES
	1	2	<hr/> <hr/> <hr/>
7	8	9	<hr/> <hr/> <hr/>
14	15	16	<hr/> <hr/> <hr/>
21	22	23	<hr/> <hr/> <hr/>
Eid Al Fitr	Eid Al Fitr	Eid Al Fitr	<hr/> <hr/> <hr/>
28	29	30	<hr/> <hr/> <hr/>
Last day of classes			<hr/> <hr/> <hr/>

MAY / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
<div>1</div> <div>Final exams begin</div>	<div>2</div>	<div>3</div>	<div>4</div> <div>Arrival of residence hall students</div>
<div>8</div> <div>LD: appeal for reversal of spring suspension or dismissal</div> <div>LD: request for return from suspension</div>	<div>9</div> <div>Classes begin</div> <div>Drop/Add</div>	<div>10</div> <div>Drop/Add</div>	<div>11</div> <div>Drop/Add</div>
<div>15</div>	<div>16</div>	<div>17</div>	<div>18</div>
<div>22</div>	<div>23</div>	<div>24</div>	<div>25</div>
<div>29</div>	<div>30</div>	<div>31</div>	

FRIDAY	SATURDAY	SUNDAY	NOTES
<div>5</div> <div>Semester ends</div>	<div>6</div> <div>Gala Dinner for Graduate Students</div>	<div>7</div>	
<div>12</div>	<div>13</div>	<div>14</div>	
<div>19</div> <div>Commencement (tentative)</div>	<div>20</div>	<div>21</div>	
<div>26</div>	<div>27</div>	<div>28</div>	

JUNE / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
			1
5	6	7	8
12	13	14	15
19	20	21 Last day of classes	22 Final exams begin
26	27 Eid Al Adha	28 Eid Al Adha	29 Eid Al Adha

FRIDAY	SATURDAY	SUNDAY	NOTES
2	3	4	
9	10	11	
Last day for withdrawal from classes			
16	17	18	
23	24	25	
Session ends			
30			
Eid Al Adha			

JULY / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
<div>3</div> <div>Arrival of residence hall students</div> <div>LD: appeal for reversal of summer I suspension or dismissal</div> <div>LD: Request for return from suspension</div>	<div>4</div> <div>Classes begin</div> <div>Drop/add</div>	<div>5</div> <div>Drop/add</div>	<div>6</div> <div>Drop/add</div>
<div>10</div>	<div>11</div>	<div>12</div>	<div>13</div>
<div>17</div>	<div>18</div>	<div>19</div> <div>Islamic New Year</div>	<div>20</div>
<div>24</div>	<div>25</div>	<div>26</div>	<div>27</div>



FRIDAY	SATURDAY	SUNDAY	NOTES
	1	2	<hr/> <hr/> <hr/>
7	8	9	<hr/> <hr/> <hr/>
14	15	16	<hr/> <hr/> <hr/>
21	22	23	<hr/> <hr/> <hr/>
28	29	30	<hr/> <hr/> <hr/>

AUGUST / 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
31	1	2	3
7	8	9	10
14	15	16 Last day of classes	17 Final exams begin
21	22	23	24
28	29	30	31

FRIDAY	SATURDAY	SUNDAY	NOTES
<div>4</div> <div>Last day for withdrawal from classes</div>	<div>5</div>	<div>6</div>	
<div>11</div>	<div>12</div>	<div>13</div>	
<div>18</div> <div>Session ends</div>	<div>19</div>	<div>20</div>	
<div>25</div>	<div>26</div>	<div>27</div>	

CAMPUS MAP



OFFICES	LOCATION
Admissions	Admin 101-6 & 115-7
Barber Shop Outside	C Bldg
AUD Bookstore	C (1st Floor)
SGA Office	C 225
Cafeteria	C (1st Floor)
Finance	Admin 124
Food Court	C (2nd Floor)
Gym	C 232
Hair Salon Outside	C Bldg
IT Helpdesk	E 217
Library	Admin (2nd Floor)
Lost and Found	Exit Gate
Printing Shop	C 146-147
Registrar	Admin 127
Personal Counselor	C 328
Student Lounge	E 421
Student Mailroom	C 327
Student Affairs	C (3rd floor)
Health Center	A 116
Student Housing	C 326
Academic Advising & Support	Admin 109
Squash Court	C (1st Floor)
Student Visa Office	Admin 120
Uni Mart	C (1st Floor)





**STAY
CONNECTED**



@audubai

ONLINE STUDENT COMPLAINT SYSTEM

<http://complaints.aud.edu>

The application is also accessible through the AUD website under the My AUD Portal section.

The Student Complaint System is focused on providing feedback to problems/issues raised by AUD students.

GET LIFE READY



📍 AUD Admissions Office
P. O. Box 28282, Dubai

☎ +971 4 399 9000
✉ admissions@aud.edu

🌐 www.aud.edu
📱 [f](#) [i](#) [t](#) [v](#) [y](#) /audubai