



# Guidelines for the Implementation of the Bologna Process in Iraqi Universities

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# CHAPTER ONE

## DEFINITIONS AND TERMINOLOGY

1. **Bologna Process<sup>1</sup>**: The Bologna Process, launched in 1999, aims to create a unified European Higher Education Area (EHEA). It seeks to enhance the comparability and compatibility of higher education systems across participating countries. Key objectives include establishing a three-cycle degree structure (Bachelor's, Master's, and Doctorate), implementing the European Credit Transfer and Accumulation System (ECTS) for easier student mobility, and promoting quality assurance standards. By fostering cooperation and recognition of qualifications, the Bologna Process aims to make European higher education more accessible, flexible, and internationally competitive. The adoption of this process in the Iraqi higher education system aims to:
  - a. Improve the quality of education.
  - b. Reduce the gap between education sector and the labor market.
  - c. Improve the educational transparency by using multidimensional transparent tools.
  - d. Design program curricula that meet the needs of the labor market and enhance job opportunities for graduates.
  - e. Promote the reputation of Iraqi universities and the whole educational system at an international level.
  - f. Shifting the higher education approach from the teacher-centered to student-centered learning and teaching (SCTL).
  - g. Facilitate the process of student mobility among universities and countries that adopt Bologna Process.
  - h. Adopt a system for reading, comparing, and aligning grades, and creating a space that makes academic grading and quality standards more comparable and within the requirements of the labor market and international universities.

2. **The European Credit Transfer and Accumulation System (ECTS):** is directly linked to student workload. It is a system that measures the amount of work required to achieve specific learning outcomes. It is a tool designed to make student mobility easier within the European Higher Education Area (EHEA). It standardizes the measurement of student workload, allowing credits earned at one institution to be recognized by another. By using ECTS, students can easily transfer between universities in different countries, making their studies more flexible and internationally recognized. This system promotes academic mobility and facilitates the comparison of academic achievements across diverse higher education systems.
3. **Learning Outcomes:** consist of the total knowledge, skills, and competencies that the student acquires after successfully completing each semester. Learning outcomes must be determined for each module and semester in a way that fulfills program goals.
4. **Student Workload (SWL):** It is the time that a typical student needs to complete all the activities (at home study, classroom presence, study in the laboratory or library, group work, or whatever else) that result in the achievement of the learning outcomes.
5. **Semester:** A semester is a common academic term structure where the academic year is divided into two distinct periods of approximately 15 weeks each. This means that the academic year is divided into two semesters, Fall and Spring semester. In some cases, universities may open a third (Summer) semester of 8 weeks. This format allows for a concentrated learning period, including lectures, tutorials, and assignments. It provides a balanced approach to academic work, ensuring adequate time for both in-class learning and independent study.
6. **Prerequisite Module:** A prerequisite module is a module or subject that must be completed successfully before a student can enroll in a more advanced course or module. It is like a building block in the educational journey, ensuring that students have the necessary foundational knowledge and skills to tackle more complex topics
7. **Advanced/Dependent Module:** A module that requires a prerequisite module. It builds upon the foundational knowledge provided by the prerequisite module.

8. **Formative Assessment:** Formative assessment is a continuous process that aims to monitor student progress and provide timely feedback to both students and instructors. It focuses on identifying strengths, weaknesses, and areas for improvement during the learning process rather than solely on final grades. Formative assessment can take various forms, including quizzes, assignments, class discussions, peer reviews, and self-assessment. By incorporating formative assessment strategies, institutions can enhance student learning, improve teaching methods, and ultimately achieve the goals of the Bologna Process. The formative assessment is included in the calculation of the final grade.
9. **Summative Assessment:** Summative assessment is a formal evaluation of a student's learning at the end of a specific learning period, such as a semester. It aims to measure student achievement against predefined learning outcomes and standards. Summative assessments typically include mid-semester and final exams, or main projects. The results of summative assessments are used to determine a student's final grade, progress to the next level of study, or award a degree. Unlike formative assessment, summative assessment is primarily focused on evaluating the final outcome of learning rather than providing ongoing feedback.
10. **National Qualifications Framework:** It is the description of the various levels at which degrees or other qualifications are awarded in the national system. The Qualification Framework defines in general terms the level of learning (knowledge, skills and degrees of autonomy) achieved for the qualification to be awarded.
11. **Diploma Supplement:** It is a document that provides a standardized description of a higher education qualification awarded in a country participating in the Bologna Process. It aims to enhance the international transparency and comparability of academic qualifications. The Diploma Supplement includes information about: the higher education institution that awarded the qualification, the level of the qualification (Bachelor's, Master's, Doctorate), the field of study, the learning outcomes achieved, the requirements for obtaining the qualification and the role of the qualification in the national qualification framework.
12. **Grade Point Average (GPA)<sup>2</sup>:** The GPA system, which is used in several universities in the EHEA, is the [Total Grade Points/Total credits] of one

semester, where the total grade points represent the summation of all [points $\times$ ECTS] of each semester modules. The maximum module point (mark) is 100.

13. **Cumulative Grade Point Average (CGPA)<sup>2</sup>**: The CGPA is the [Total Grade Points/Total ECTS] of the program, where the grade points are the summation of all [points  $\times$  ECTS] of each program modules. The maximum module point (mark) is 100.

## **CHAPTER TWO**

### **THE STUDY PROGRAM**

#### **First: Semesters**

- 1- The academic year consists of two semesters: the first semester (Fall) and the second semester (Spring).
- 2- The university may offer a supplemental (Summer) semester, contingent upon the availability of adequate material and human resources. Registration during this semester is restricted to modules from previous semesters that a student has failed to complete, whether due to academic failure, absence, or the transfer of credits.
- 3- The actual duration of study in each semester is (15) weeks, excluding the examination period, while the duration of the third semester is (8) weeks, excluding the examination period.
- 4- The start and end dates of the academic year/semesters and final exams are set according to the academic calendar that is issued by the Ministry of Higher Education and Scientific Research.

#### **Second: Credits and Student Workload**

- 1- Each module has a number of credits (ECTS) assigned by the scientific department, where each ECTS = 25 hours of the student workload.
- 2- The number of ECTS must not exceed 30 for each semester and 60 for each academic year (level). The total number of student workload hours must not exceed 750 hours per semester, and 1500 hours per level.
- 3- Student Workload (SWL) refers to the total time a student is expected to dedicate to their studies. It encompasses both structured and unstructured activities, categorized as Structured Student Workload (SSWL) and Unstructured Student Workload (USWL). The total workload is measured in ECTS, where one ECTS corresponds to 25 hours of total student effort.
- 4- Structured Student Workload (SSWL) hours should not be less than 20 hr./week and not exceeding 25 hr./week. In case of programs with

theoretical and practical (Laboratory) studies, the SSWL should not exceed 30 hr./week.

- 5- Structured Student Workload (SSWL) hours may include activities, such as class, online learning, seminars, practical, laboratory, tutorial, and clinical hours.
- 6- It is the responsibility of the module instructor to assign the type of SSWL activities for her/his module to enable students to achieve the learning outcomes.
- 7- It is the responsibility of the module instructor to assign the type of USSWL activities for her/his module to enable students to achieve the learning outcomes.
- 8- Table 1 shows an example of the SSWL and USSWL hours distribution for an 8 ECTS module along the semester weeks.

Table 1

| Type of activity                                                                                              | SSWL                        | USSWL                                    | Weeks   | hr./week | SWL |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------|---------|----------|-----|
| Lectures                                                                                                      | Class learning              |                                          | 15      | 2        | 30  |
| Laboratory                                                                                                    | Attending Laboratory        |                                          | 15      | 2        | 30  |
| Discussions                                                                                                   | Discussions                 |                                          | 15      | 1        | 15  |
| Practical project*                                                                                            | Assigning the project       |                                          | 0       | 0        | 0   |
|                                                                                                               |                             | Working for the project                  | 9       | 1        | 9   |
| Preparing for Daily lessons                                                                                   |                             | Preparing/studying for Daily lessons     | 15      | 5        | 75  |
| Presentations*                                                                                                | within the class hours      |                                          | 0       | 0        | 0   |
|                                                                                                               |                             | Working for the presentation             | 2       | 4        | 8   |
| Daily exams                                                                                                   |                             | Preparing/studying for daily exams       | 3       | 4        | 12  |
| Mid-semester exam*                                                                                            | Exam within the class hours |                                          | 0       | 0        | 0   |
|                                                                                                               |                             | Preparing/studying for mid-semester exam | 1       | 6        | 6   |
| Final Exam                                                                                                    | Exam                        |                                          | 1       | 3        | 3   |
|                                                                                                               |                             | Preparing/studying for Final Exam        | 1       | 12       | 12  |
|                                                                                                               |                             |                                          | SWL 200 |          |     |
|                                                                                                               |                             |                                          | ECTS 8  |          |     |
| *These activities are considered within structured class hours; therefore they are not calculated separately. |                             |                                          |         |          |     |

### **Third: Graduation Requirements**

- 1- The cumulative total number of ECTS required for the completion of a program depends on the number of program levels, *i.e.*, 4-level or 5-level or 6-level Bachelor degree program. The student should complete 30 ECTS per semester and 60 ECTS per level. Please refer to Chapter Four, Section First, Paragraph 1 for more details.
- 2- Summer training<sup>3</sup> is compulsory in some programs to fulfill bachelor's degree requirements. While this training requires a significant time commitment, the associated workload does not contribute to the student's CGPA or final grade calculation.

### **Fourth: The Study Program**

- 1- The curriculum, modules and their syllabi are set and designed by the scientific department to achieve the program learning outcomes that fulfill the labor market needs.
- 2- The university should adopt a comprehensive electronic platform to streamline various academic processes. This platform facilitates efficient management of study programs, student affairs, registration procedures, and degree conferral.
- 3- The scientific departments are responsible for preparing detailed guidelines for students, outlining the program's ECTS credit allocation and scientific content. These guidelines must comply with those issued by the Ministry of Higher Education and Scientific Research.
- 4- The following catalogues should be prepared and written for each program and be available online to implement the Bologna Process:
  - A. Program Curriculum (Appendix 1)
  - B. Program Catalogue (Appendix 2)
  - C. Modules Catalogue (Appendix 3)
  - D. Module Description Catalogue (Appendix 4)

### **Fifth: Quality Assurance:**

- 1- The Department of Quality Assurance at the Ministry of Higher Education and Scientific Research has to follow up on the implementation of the Bologna Process by the universities and colleges according to guidelines and standards of quality assurance policy, which is based on the SDG2015 standards and recommendations.
- 2- The Departments of Quality Assurance and Academic Performance in public and private universities and colleges are committed to follow the Standards and Guidelines for Quality Assurance policy set by the Ministry of Higher Education and Scientific Research, which is based on the SDG2015 standards and recommendations. This includes the following:
  - a. Monitoring the activities of the academic staff such as teaching and the other scientific activities (Teacher Portfolio and Continuous Education).
  - b. Implementing the catalogues that are mentioned in the previous section (Section Fourth, Paragraph 4), in addition to the standards and guidelines for internal quality assurance that are explained in Part 1 of the ESG2015.
  - c. Ensuring the achievement of learning outcomes, and including them in the student evaluation record.

## **CHAPTER THREE**

### **STUDENTS ADMISSION AND REGISTRATION**

#### **First: Student Admission and Registration for the Study Programs**

1. The conditions of students admission and registration in the Iraqi university/college study program are those that are issued by the Ministry of Higher Education and Scientific Research.
2. The process of the new student admission and registration in the university/college study program should be within 10 working days, starting from the announcement of the results of central admission.
3. The student is considered deferred for two semesters if he/she registered in the university/college study program within one month after the registration deadline mentioned in paragraph (2) above.
4. A student who registers for a university/college study program more than one month after the deadline specified in paragraph (2) above will be considered to have failed two semesters.

#### **Second: Registration for Modules**

1. The new student who could complete the program registration procedures of the first level before the deadline mentioned in Section Second, Paragraph 2, his/her registration for the 1st semester modules is considered completed.
2. The continuing student should register for the program modules within 7 days before the start date of the new semester, taking into consideration the failed modules in the previous semester (if applicable). The total number of credits should not exceed (30) ECTS for the first and the second semesters.
3. A student may register for no more than (20) ECTS during the Summer semester to fulfill the required number of ECTS for their current or previous academic levels.
4. The student is required to register for failed modules (in terms of attendance and examination) in the immediately subsequent semester if

they are prerequisite modules. If they are not prerequisite modules, the student may register for them in any subsequent semester.

5. The student is considered chronically absent if he/she did not register for the program modules within the period mentioned in Paragraph 2 of this section.
6. Following module registration at the beginning of each semester, students are permitted to drop one module within the first 14 days.
7. Registration for an advanced module is permitted only if the student has either passed the prerequisite module or, having passed its formative assessment and maintained attendance, and attempted the final exam.
8. If the student didn't register for the program modules for 4 successive semesters, he/she will be unenrolled.
9. It is the duty of the scientific departments at the college or institute to assign supervisors to guide and help students with the program modules registration.
10. It is the responsibility of the universities/colleges/institutes to manage the student's admission and registration electronically.

## CHAPTER FOUR

### EVALUATION AND EXAMINATIONS

#### First: General Rules

1. The student must complete the study program within a number of semesters that does not exceed three times the standard number of semesters in any study program, as shown in the table below. The deferred and summer semesters are not counted.

Table 2

| Study Program (degree) | Number of Levels | Number of ECTS | Maximum Number of Semesters |
|------------------------|------------------|----------------|-----------------------------|
| Diploma                | 2                | 120            | 6                           |
| Bachelor               | 4                | 240            | 12                          |
| Bachelor               | 5                | 300            | 15                          |
| Bachelor               | 6                | 360            | 18                          |

2. The total module grade is (100%), which is divided as follows (explained in Table 3):
  - a. Formative Assessment grade (40%).
  - b. Summative Assessment grade (60%) (mid-semester exam (10%) and final exam (50%)).

Table 3

| Total Module Grade (100%) |                      |            |
|---------------------------|----------------------|------------|
| Formative Assessment      | Summative Assessment |            |
| 40%                       | Mid-Semester exam    | Final exam |
|                           | 10%                  | 50%        |

3. The University of Technology and technical universities may apply a grade-distribution policy that assigns greater weight to the practical component than to the theoretical component, with the exact percentage set by the department and college.
4. The minimum passing grade is (50%) for each module.
5. A student who achieves a final module grade of 45–49% is considered in the fail-group (FX), which also can be considered as a conditional pass. In this case, the module instructor can assign the student extra work, e.g., report, project, etc., within one week after the final grades announcement. If extra work is submitted duly and as required, extra grades are given (but not exceeding 5 grades in total for all of the modules in the semester) so that the final grade becomes 50%.
6. The Examination Committee selects the modules that need to be remediated, in the way that best utilize the remediation grades mentioned above in the student's interest. The module instructor will be notified to assign the required additional work.

## **Second: Attendance and Examination Requirements**

1. When a student's absence rate reaches 7% of the total hours scheduled for the module (equivalent to the number of hours scheduled in a week), he/she should be informed both in writing and electronically. The student receives a final warning when his/her unexcused absence percentage reaches 14% of the total hours scheduled for the module (equivalent to the number of hours scheduled in two weeks).
2. If the student has a valid reason and justification, the college/institute council may increase the allowed percentage of absences to 21% of the total number of hours scheduled for the module (that is, the hours scheduled for the module in three weeks).
3. If the student's absence rate exceeds the percentage specified in paragraphs 1 and 2 above, he/she is deemed to have failed and must retake the module in both attendance and exam (retake).
4. The student can still pursue his/her studies in the remaining modules even if he/she failed one or more modules due to absence.

5. Eligibility to register for final examinations is limited to students who have met the attendance requirement and achieved at least 35% on their formative assessments. The students who does not meet these thresholds is deemed to have failed the module and must re-take in a subsequent semester.
6. Students must register for final exams for all modules in which they are enrolled during the current semester, as well as for any previously failed modules from earlier semesters.
7. A student who has failed a module exam may register for a re-sit in any subsequent semester; it is not required to be the immediately following one.
8. Students are allowed two attempts to take the final exam in each of the first (Fall) and the second (Spring) semesters. The second attempt is available to any student who does not pass the first attempt. However, students will be deemed to have failed both attempts if they: a) Fail to meet the attendance requirements; b) Fail to achieve a minimum of 35% on the formative assessment(s); or c) Are absent without a valid reason for the first scheduled exam attempt.
9. The student is allowed a single examination attempt in the third (Summer) semester, which is excluded from the maximum attempt limit specified in paragraphs (16), (17), and (18) below.
10. The student may take part in later exam attempts while maintaining the module formative assessment and mid-semester exam grades if he/she has not obtained the minimum passing grade on the final exam of any module.
11. It is mandatory to register and take the module final exam; if not, the student will be deemed unsuccessful and will have to retake the module.
12. The student would still be able to take the subsequent exam attempts and keep his/her formative assessment of the module and mid-semester exam grades if he/she was unable to take the first attempt of the final exam for a valid reason which is approved by the college/institute council.
13. If a student submits a legitimate excuse for missing the first exam attempt after the deadline, the acceptance of the late excuse falls under

the discretionary authority of the college/institute council. A fundamental condition for its consideration is that the excuse must be submitted a reasonable period before the scheduled second attempt, allowing the college/institute adequate time for review and formal approval.

14. The student is deemed to have failed every module for which he registered in any given semester if it is established that he attempted or actually did cheat on any of the daily, weekly, monthly, mid-semester, or final exams. He/she will be dismissed from the college or institution, and his/her admission will be terminated if he commits the same act again.
15. The student who fails because of cheating must retake every module in the semester, in addition to the outstanding modules from prior semesters.
16. The student is allowed four examination attempts for any given module, to be undertaken within the maximum semester limit specified in Paragraph (1) of this chapter's first section. Failure to pass on the fourth attempt will result in the student's dismissal from the college/institute, effective at the conclusion of the academic year.
17. The student enrolled in the free public and Government-funded education track, and who has exhausted the attempts mentioned in the preceding Paragraph (16) may apply for reinstatement and continuation of studies. He/she may register for two additional examination attempts in subsequent semesters for a fee that is payable at the beginning of the following academic year.
18. The self-funded student (enrolled in the private governmental university track, evening studies, or private education) who has exhausted the attempts mentioned in Paragraph (16) above may apply for reinstatement and continuation of studies. He/she may register for two additional examination attempts in subsequent semesters, subject to payment of additional fees, payable at the beginning of the following academic year.

### **Third: Semester Evaluation Results**

1. Decimal fractions in final module grades will be rounded to the nearest integer.

2. The grading of the module's evaluation marks, with descriptions, are explained in Table 4.

Table 4

| Grade                          | Description                                | Mark         |
|--------------------------------|--------------------------------------------|--------------|
| A- Excellent                   | Outstanding performance                    | 90 –100      |
| B- Very Good                   | Above average with some errors             | 80 – 89      |
| C- Good                        | Sound work with notable errors             | 70 – 79      |
| D- Satisfactory                | Fair but with major shortcomings           | 60 – 69      |
| E- Sufficient                  | Work meets minimum criteria                | 50 – 59      |
| FX- Fail<br>(conditional pass) | Credit awarded after submitting extra work | 45 – 49      |
| F- fail                        | Considerable amount of work required       | Less than 45 |

#### **Fourth: Deferral**

1. The student may defer his studies for one or two semesters, so long as he/she files the deferral appeal at least thirty days prior to the start date of the final exams for valid reasons that are approved by the college/institute council.
2. The university president may defer the student's studies for a third and fourth semesters based on the college/institute council's recommendation if the student files a deferral appeal at least 30 days prior to the start date of the final exams.
3. The student who has deferred his/her studies can still take the final exams for the outstanding modules from previous semesters during deferment period, provided that he/she registers for the exam within the specified deadlines.

#### **Fifth: Student Expulsion (Student Dismissal)<sup>4</sup>**

1. A student will be dismissed from the program under any of the following conditions:

- A. Failure to register for the study program for two consecutive academic years.
  - B. Exhaustion of all permitted exam attempts as stipulated in Section Second, Paragraphs 16, 17, and 18 of this chapter.
  - C. Exceeding the maximum number of allowed semesters as specified in Section First, Paragraph 1 of this chapter.
2. A student dismissed from public or government-funded education may continue their program and register for the required semesters subject to the payment of full tuition fees.
  3. A student dismissed from a private education institution may continue their program and register for the required semesters, subject to the payment of additional fees.

#### **Sixth: Cumulative Grade Point Average (CGPA)**

1. The Cumulative Grade Point Average (CGPA) is the [Total Grade Points/ Total Credits (ECTS)] of the program, where the grade points are the summation of all [points x ECTS] of each program's modules. The maximum number of points is 100. For a 4-year study program, total credits (ECTS) = 240.

The example below shows how to calculate the GPA for a one semester.

Table 5

| Module   | ECTS | Points (Mark) | Grade     |
|----------|------|---------------|-----------|
| Module 1 | 5    | 80            | Very good |
| Module 2 | 6    | 70            | Good      |
| Module 3 | 7    | 90            | Excellent |
| Module 4 | 4    | 80            | Very good |
| Module 5 | 8    | 90            | Excellent |

$$\begin{aligned}
 \text{Semester GPA} &= \frac{5 \times 80 + 6 \times 70 + 7 \times 90 + 4 \times 80 + 8 \times 90}{30} = \frac{2490}{30} \\
 &= 83\%
 \end{aligned}$$

2. Decimal fractions in the CGPA are not rounded to the nearest integer.
3. The final grade obtained by the student in any module is determined based on their score, regardless of the exam attempt in which they passed, and the specific attempt in which the student succeeded is recorded in their graduation document.
4. When calculating the GPA for the top one student who graduated from the institutes with diploma degree and is admitted in the university study program in the level(s) higher than the first, the total ECTS will be calculated for the actual semesters taken by the student to obtain the Bachelor's degree.

## **CHAPTER FIVE**

### **STUDENT TRANSFER AND HOSTING**

#### **First: Transfer Regulations:**

1. First-level students who have completed at least 80% of the required ECTS are eligible to transfer to corresponding or cognate specializations in other colleges/institutes.
2. Students at the second level and above are eligible to transfer to corresponding or cognate specializations in other colleges/institutes.
3. The transfer is contingent upon obtaining approval from both universities and is subject to available capacity.

#### **Second: Hosting Regulations:**

1. Universities are authorized to consider student hosting applications for all academic levels except the first and final levels, provided that the hosting period does not exceed two semesters under any circumstances.
2. Priority consideration for academic hosting is granted to cases of students suffering from persistent illnesses, visual impairments, and students with special needs.
3. Student hosting is also permitted for the purposes of cultural and academic exchange between universities.
4. Academic credit equivalency for the hosted student is processed by the academic department at their home university. The student must be notified in written form of the modules they are required to complete before commencing their studies at the host university.
5. Students may be permitted to be hosted at recognized foreign universities outside Iraq, which are accredited by the Directorate of Scholarships and Cultural Relations at the Ministry of Higher Education and Scientific Research, in accordance with the aforementioned regulations.

### **Third: Academic Credit Equivalency:**

1. Academic credit equivalency (transfer) is processed by the academic department to which the student is transferring, both at universities inside or outside Iraq. However, in the case of student hosting, the credit equivalency is processed by the student's original academic department.
2. **In the case of transfer:**
  - a. Academic credit equivalency is conducted by determining the number of ECTS the student has accumulated since their admission and commencement of study at home university, and by assessing the alignment of the student's achieved learning outcomes with the required learning outcomes in the college to which they are transferring.
  - b. The student is required to complete any additional ECTS necessary to fulfill the learning outcomes of the receiving university.
  - c. The student must be notified of the result of the academic credit equivalency process, and which must be completed within two weeks from the date of receiving the student's file
  - d. After they have been notified of the credit equivalency result, students may submit a request (within a period of (30) days from the issuance of the transfer order) to cancel their transfer and return to their original college.
3. **In the case of hosting:**
  - a. The academic department at the home university shall review the learning outcomes the student is expected to achieve during their study at the host university and assess their compatibility with the learning outcomes required by the home college/institute.
  - b. The student bears the consequences of the credit equivalency to achieve the learning outcomes required by their home university.

## CHAPTER SIX

### GENERAL TERMS AND CONDITIONS

1. It should be taken into consideration that in designing the program modules, there should be no intersection or repetition in the learning outcomes that belong to a single module or those which belong to all program modules.
2. The preferable number of modules in a single semester is 5–6 modules, as the quality of program curricula does not depend on the number of modules so much as on the learning outcomes.
3. Students can apply for a degree certificate/diploma supplement if they meet the graduation requirements listed in Section Third of Chapter 2.
4. It is possible for the students to take a module in another department if the learning outcomes of both modules are identical.
5. The university must publish a general guide listing all programs across its affiliated colleges and institutes. Additionally, each college and institute must release its own annual guide detailing the programs for all its specialties.
6. Student Educational Record must be organized for each student (both paper and electronic) that contain the number of completed credits, and must be updated in each semester by the examination committees in each department.
7. A Diploma supplement is issued for each student, using the template which is designed by the Ministry of Higher Education and Scientific Research.
8. In the case of a student failing under other approved academic systems of Iraqi universities, and where the subsequent cohort follows the Bologna Process (ECTS), the following procedures shall apply:
  - A. **First-level students:** are required to retake all modules according to the Bologna Process system.

- B. Second and third levels students:** the university has two options; either to open a class to allow the student to complete their graduation requirements under their original system, provided the necessary resources are available; or, to make credit equivalency by considering the learning outcomes rather than the module titles so that they continue their studies according to the Bologna Process system. If students have outstanding courses from lower years, they must retake these courses, including all attendance and examination requirements.
- C. Fourth-level students and above:** the university is committed to open a class for these students to complete their graduation requirements under their original academic system.
9. Instructions of the Revised Structure of the Teaching Staff Task No 72 for 1993 must be followed concerning the minimum hours of teaching, both the theoretical and the practical.
10. A committee with at least five members should be established by the academic department, at least two members should be Ph.D. degree holders in addition to administrative staff to do the following tasks:
- A. Following up the student registration process for the program and modules in all semesters, ensuring both paper-based and electronic records are accurately maintained.
  - B. Receiving the required reports from the teaching staff in accordance with Article 3 of the University Service Law.
  - C. Receiving the schedules of appendices outlined in this guide, submitting them to the department's scientific committee for review and approval, then to the College Council for ratification, and finally to Quality Assurance Department at the Ministry to the Ministry of Higher Education and Scientific Research.
11. An administrative unit, to be named the "Academic Systems Unit" shall be established. This unit will report directly to the university administration. Its personnel—comprising both teaching and administrative staff—must possess a comprehensive understanding of the regulations, guidelines, and directives pertaining to all academic

systems, including the Bologna Process. The unit's responsibilities shall include monitoring the work of the committees mentioned in paragraph (10) above, overseeing the accurate implementation of all approved academic regulations within the educational process, and addressing student inquiries on these matters.

12. The regulations and guidelines of this handbook shall be implemented for the undergraduate studies of the following specializations at all governmental universities and private universities/colleges:  
Engineering, Sciences, Management and Economics, Administrative Techniques, Veterinary Medicine, Agriculture, Agricultural Techniques, Law, Nursing, Archaeology and Tourism.
13. The university holds the authority to make academic accommodations for students who are blind or have visual impairments. These accommodations may include granting exemptions from non-essential courses within their program of study, permitting course requirements to be fulfilled through oral assessment, or appointing a university staff member to act as a scribe.
14. For any matter not explicitly covered in this guide, the university shall adhere to the current annual *Student Affairs Procedures and Admission Regulations and Conditions*.

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<sup>1</sup>The Bologna process is complementary rather than alternative. Based on this declaration, the Ministry of Higher Education and Scientific Research decided to implement the Bologna Process in the Iraqi Higher Education with implementing the basics, principles, and core of the system regarding the implementation of the ECTS, designing the program and modules learning outcomes, connecting the learning outcomes to the labor market needs, student mobility, diploma supplement, etc., but at the same time keeping some local standards and regulations regarding the students admission, evaluating the total program grade (CGPA), participation in a limited number of exams attempts, etc. This is due to many reasons based on the difference between the EHEA education culture and the Iraqi education culture, among them: (1) The higher education that is offered by the public universities is 100% free of charge; (2) The students admission to the Bachelor degree program studies is based on the

student achievement and results in the Baccalaureate of the high school (12th level); (3) The semester in Iraqi higher education system is a closed semester system, where students are admitted only in autumn, etc.

<sup>2</sup>Though not many universities at the European Higher Education Area adopt the GPA/CGPA system, higher education in Iraq adopts this system because it is compatible with the existing Iraqi grading system. The only difference is that in the Iraqi system the weight dedicated to each level is variant whereas the calculation of the GPA/CGPA in Bologna Process considers a weight of 100% for all modules in all program levels.

<sup>3</sup>The summer training is a type of compulsory internship at some governmental ministries/companies or private organizations/companies. The student needs to attend that training in order to obtain a certificate that approves his/her internship.

<sup>4</sup>An expelled student is a student who has been permanently dismissed from an educational institution. This can be due to various reasons, including:

- **Academic failure:** Persistent poor performance or failing grades.
- **Disciplinary issues:** misconduct, such as violence.
- **Violation of university/college rules:** Breaking specific university/college policies or regulations.

Appendix 1: Program Curriculum

|                                                                                                      |          | epublic of Iraq - Ministry of Higher Education and Scientific Research |             |  |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------------------|------------------------------|----------|-----------|--------------|------------|-----------|------------|-------------|-------------|-------------|-----------------|------------|------|-------------|-----------------------------|--|
| Name of University<br>Bachelor's degree in Electrical Engineering (First cycle)<br>Four years (Eight semesters) - 240 ECTS credits - 1 ECTS = 25 hr<br>Program Curriculum (2023 - 2024) |          |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
| اسم الجامعة<br>بكالوريوس في الهندسة الكهربائية (الدورة الأولى)<br>أربع سنوات (ثمانية فصول دراسية) - ٢٤٠ وحدة ائتمانية - كل وحدة ائتمانية = ٢٥ ساعة<br>المناهج الدراسية للعام ٢٠٢٣-٢٠٢٤  |          |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
| Level                                                                                                                                                                                   | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
| UGI                                                                                                                                                                                     | One      | 1                                                                      | U0812346    | Academic English                                                                      | الانجليزية الأكاديمية        | English  | 2         |              | 2          |           |            |             | 3           | 63          | 62              | 125        | 5.00 | B           |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      | U0812346    | Physical Electronics                                                                  | الإلكترونيات الفيزيائية      | English  | 4         |              |            |           |            |             | 3           | 63          | 62              | 125        | 5.00 | B           |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      | U0812347    | Mathematics                                                                           | الرياضيات                    | English  | 4         |              |            |           | 2          |             | 3           | 93          | 57              | 150        | 6.00 | B           |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      | U0812348    | Electrical Circuits                                                                   | الدوائر الكهربائية           | English  | 4         |              | 1          |           |            |             | 4           | 109         | 91              | 200        | 8.00 | C           |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      | U0812349    | Computer Programming                                                                  | برمجة الحاسب الآلي           | English  | 2         |              | 2          |           |            |             | 4           | 64          | 86              | 150        | 6.00 | B           |                             |  |
|                                                                                                                                                                                         |          | 6                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          |                                                                        | Total       |                                                                                       |                              |          | 16        |              | 3          | 4         | 0          | 2           | 0           | 17          | 392             | 358        | 750  | 30.00       |                             |  |
|                                                                                                                                                                                         | Two      | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 6                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          |                                                                        | Total       |                                                                                       |                              |          | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0    | 0.00        |                             |  |
| UGI                                                                                                                                                                                     | Three    | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 6                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          |                                                                        | Total       |                                                                                       |                              |          | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0    | 0.00        |                             |  |
|                                                                                                                                                                                         | Four     | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 6                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          |                                                                        | Total       |                                                                                       |                              |          | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0    | 0.00        |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem   | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |  |
|                                                                                                                                                                                         |          | 1                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 2                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 3                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 4                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | 5                                                                      |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         | 6        |                                                                        |             |                                                                                       |                              |          |           |              |            |           |            |             |             |             |                 |            |      |             |                             |  |
|                                                                                                                                                                                         |          | Total                                                                  |             |                                                                                       |                              | 0        | 0         | 0            | 0          | 0         | 0          | 0           | 0           | 0           | 0               | 0          | 0.00 |             |                             |  |
| UGI                                                                                                                                                                                     | Semester | Module No.                                                             | Module Code | Module Name in English                                                                | اسم المادة باللغة الانجليزية | Language | CL (hr/w) | OLect (hr/w) | Lab (hr/w) | Pr (hr/w) | Tut (hr/w) | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW L hr/sem</ |            |      |             |                             |  |

| UGIII                                                                                                                | Semester | No.                | Module Code | Module Name in English | اسم الوحدة بالانجليزية | Language | CL (hr/w) | Objct (hr/w)                                   | Lab (hr/w) | Pr (hr/w) | Tut (hr/w)              | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW hr/sem | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |   |   |   |   |   |    |     |     |     |      |                  |  |
|----------------------------------------------------------------------------------------------------------------------|----------|--------------------|-------------|------------------------|------------------------|----------|-----------|------------------------------------------------|------------|-----------|-------------------------|-------------|-------------|-------------|-------------|------------|------|-------------|-----------------------------|---|---|---|---|---|----|-----|-----|-----|------|------------------|--|
|                                                                                                                      | 1        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Six                                                                                                                  | 2        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 3        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 4        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 5        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 6        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | Total    | 0                  | 0           | 0                      | 0                      | 0        | 0         | 0                                              | 0          | 0         | 0                       | 0           | 0           | 0           | 0           | 0          | 0    | 0.00        |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Level                                                                                                                | Semester | No.                | Module Code | Module Name in English | اسم الوحدة بالانجليزية | Language | CL (hr/w) | Objct (hr/w)                                   | Lab (hr/w) | Pr (hr/w) | Tut (hr/w)              | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW hr/sem | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 1        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Seven                                                                                                                | 2        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 3        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 4        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 5        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | Total    | 0                  | 0           | 0                      | 0                      | 0        | 0         | 0                                              | 0          | 0         | 0                       | 0           | 0           | 0           | 0           | 0          | 0.0  |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| UGIV                                                                                                                 | Semester | No.                | Module Code | Module Name in English | اسم الوحدة بالانجليزية | Language | CL (hr/w) | Objct (hr/w)                                   | Lab (hr/w) | Pr (hr/w) | Tut (hr/w)              | Semr (hr/w) | Exam hr/sem | SSWL hr/sem | USSW hr/sem | SWL hr/sem | ECTS | Module Type | Prerequisite Module(s) Code |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 1        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Eight                                                                                                                | 2        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 3        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 4        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | 5        |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             | 0           |             | 0          | 0.00 |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | Total    | 0                  | 0           | 0                      | 0                      | 0        | 0         | 0                                              | 0          | 0         | 0                       | 0           | 0           | 0           | 0           | 0          | 0.0  |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Total                                                                                                                |          |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             |             |             |            |      |             | 16                          | 3 | 4 | 0 | 2 | 0 | 17 | 392 | 358 | 750 | 30.0 | Must be 240 ECTS |  |
| Note: The student should complete 4 weeks of Summer Internships to fulfill the requirements of the Bachelor's degree |          |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Structured SWL (hr/w) Type                                                                                           | CL       | Class Lecture      |             |                        | B                      |          |           | Basic learning activities (Foundation modules) |            |           | SSWL: Student Workload  |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | Lab      | Laboratory         |             |                        | C                      |          |           | Core learning activity                         |            |           | SSWL: Structured SWL    |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | Pr       | Practical Training |             |                        | S                      |          |           | Support or related learning activity           |            |           | USSWL: Unstructured SWL |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                                                                                                      | Tut      | Tutorial           |             |                        | E                      |          |           | Elctive learning activity                      |            |           |                         |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Objct Online lecture                                                                                                 |          |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Seminar                                                                                                              |          |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| Note: Columns O, Q and R are progmaed, protected and should not be edited                                            |          |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
|                                   |          |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |
| اسم الوحدة بالانجليزية                                                                                               |          |                    |             |                        |                        |          |           |                                                |            |           |                         |             |             |             |             |            |      |             |                             |   |   |   |   |   |    |     |     |     |      |                  |  |

## Appendix 2: Program Catalogue

Program Catalogue | 2023-2024 |

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**Name of the University**

University  
Logo

*First Cycle – Four Levels – 240 ECTS*

*Bachelor's Degree (B.Sc.) - Biology*

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# Table of Contents

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1. Vision & Mission Statement
2. Program Goals
3. Program Specification Overview
4. Program learning outcomes
5. Academic Staff
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## 1. Vision & Mission Statement

### ***Vision Statement***

To be a distinguished Biology program in Iraq and the region, recognized for academic excellence, innovative research, and preparing qualified graduates who contribute to scientific advancement and sustainable development in life sciences, addressing environmental, health, and agricultural challenges facing our society.

### ***Mission Statement***

The Biology Department is committed to:

- Providing high-quality undergraduate and graduate education in biological sciences that meets international academic standards and Bologna Process requirements.
- Fostering scientific research that addresses national priorities in biodiversity, environmental conservation, public health, and biotechnology.
- Developing students' critical thinking, laboratory skills, and ethical scientific practices through modern teaching methodologies and well-equipped facilities.
- Building partnerships with local and international research institutions to enhance knowledge exchange and collaborative research.
- Serving the community through applied research, environmental awareness programs, and evidence-based solutions to biological and ecological challenges.

- Preparing graduates equipped with knowledge and skills needed for careers in research, healthcare, education, environmental management, and industry.

## 2. Program Goals

- Ensure graduates master fundamental and advanced concepts in biology aligned with Iraqi higher education standards.
- Develop research capabilities through modern laboratory training and field studies.
- Promote understanding of Iraq's rich biodiversity and environmental conservation needs.
- Prepare students for postgraduate studies and professional careers in life sciences.
- Contribute to sustainable development through applied biological research.

## 3. Program Specification Overview

|                        |                       |                              |           |
|------------------------|-----------------------|------------------------------|-----------|
| <b>Programme code:</b> | BSc-BIO               | <b>ECTS</b>                  | 240       |
| <b>Duration:</b>       | 4 levels, 8 Semesters | <b>Method of Attendance:</b> | Full Time |

The Bachelor of Science in Biology is a four-year undergraduate program designed in full compliance with the Bologna Process framework, comprising 240 ECTS credits distributed across eight semesters. The program follows the European Credit Transfer and Accumulation System (ECTS), where one ECTS equals 25 hours of student workload, encompassing lectures, laboratory sessions, self-study, and assessment activities. The curriculum is structured to provide students with a comprehensive foundation in biological sciences, progressing systematically from fundamental concepts in general biology, chemistry, physics, and mathematics during the first year, to specialized disciplines including molecular biology, genetics, microbiology, ecology, and biotechnology in subsequent years. The program allocates **50%** of credits to core biology courses (modules), **20%** to basic sciences, support and elective modules allowing students to pursue specialized interests, and dedicates significant emphasis to practical training with **30%** of credits assigned to laboratory work, field studies, research projects, and professional internships. Students engage with modern teaching methodologies including interactive lectures, hands-on laboratory sessions, field trips, problem-based learning, and a capstone graduation research project that develops their scientific inquiry and research capabilities. The program's learning outcomes are aligned with international standards, ensuring graduates acquire comprehensive knowledge of biological systems from molecular to ecosystem levels, master essential laboratory techniques and research methodologies, develop critical thinking and data analysis skills, and are prepared for diverse career pathways in

research, healthcare, environmental conservation, education, and biotechnology sectors, or for pursuing advanced postgraduate studies nationally and internationally.

## **4. Program Learning Outcomes**

### **4.1 Knowledge and Understanding (K)**

- K1.** Demonstrate comprehensive understanding of biological concepts at molecular, cellular, organismal, and ecological levels.
- K2.** Explain fundamental principles of genetics, evolution, and biodiversity.
- K3.** Describe structure and function of biological systems from molecules to ecosystems.
- K4.** Understand biochemical and physiological processes in living organisms.
- K5.** Explain ecological relationships and environmental principles.
- K6.** Recognize the diversity of life including microorganisms, plants, and animals.
- K7.** Understand biotechnology applications and their ethical implications.
- K8.** Comprehend Iraq's biodiversity and environmental conservation needs.

### **4.2 Intellectual/Cognitive Skills (C)**

- C1.** Apply scientific methodology to biological investigations.
- C2.** Analyze complex biological problems and develop solutions.
- C3.** Design and conduct biological experiments appropriately.
- C4.** Evaluate and interpret scientific literature critically.
- C5.** Synthesize information from multiple sources.
- C6.** Apply statistical methods to analyze biological data.
- C7.** Make evidence-based decisions in biological contexts.
- C8.** Demonstrate creative thinking in problem-solving.

### **4.3 Practical and Professional Skills (P)**

- P1.** Perform standard laboratory techniques competently and safely.
- P2.** Use microscopy and other biological equipment effectively.
- P3.** Collect, preserve, and identify biological specimens.
- P4.** Conduct field surveys and ecological assessments.
- P5.** Apply molecular and cellular biology techniques.
- P6.** Use bioinformatics tools and databases.
- P7.** Maintain accurate laboratory records and documentation.
- P8.** Follow safety protocols and ethical guidelines in research.

### **4.4 General and Transferable Skills (T)**

- T1.** Communicate scientific information effectively in English and Arabic.
- T2.** Work collaboratively in teams and lead group projects.
- T3.** Use information technology and scientific software.

- T4.** Manage time and resources effectively.
- T5.** Present scientific findings to diverse audiences.
- T6.** Search and evaluate scientific literature.
- T7.** Demonstrate self-directed learning and professional development.
- T8.** Apply problem-solving skills to real-world situations.

## 5. Academic Staff

John Smith | Ph.D. in Biology | Professor

Email:

Mobile no.:

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John Smith | Ph.D. in Biology | Professor

Email:

Mobile no.:

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John Smith | Ph.D. in Biology | Assistant Prof.

Email:

Mobile no.:

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## 6. Credits, Grading and GPA

### ***Credits***

(Name) University is following the Bologna Process with the European Credit Transfer System (ECTS) credit system. The total degree program number of ECTS is 240, 30 ECTS per semester. 1 ECTS is equivalent to 25 hrs student workload, including structured and unstructured workload.

### ***Grading***

Before the evaluation, the results are divided into two subgroups: pass and fail. Therefore, the results are independent of the students who failed a course. The grading system is defined as follows:

| Group                                     | Grade            | Marks (%) | Definition                            |
|-------------------------------------------|------------------|-----------|---------------------------------------|
| <b>Success Group</b><br><b>(50 - 100)</b> | A - Excellent    | 90 - 100  | Outstanding Performance               |
|                                           | B - Very Good    | 80 - 89   | Above average with some errors        |
|                                           | C - Good         | 70 - 79   | Sound work with notable errors        |
|                                           | D - Satisfactory | 60 - 69   | Fair but with major shortcomings      |
|                                           | E - Sufficient   | 50 - 59   | Work meets minimum criteria           |
| <b>Fail Group</b><br><b>(0 – 49)</b>      | FX – Fail        | (45-49)   | More work required but credit awarded |
|                                           | F – Fail         | (0-44)    | Considerable amount of work required  |
|                                           |                  |           |                                       |
| Note:                                     |                  |           |                                       |

### ***Calculation of the Cumulative Grade Point Average (CGPA)***

1. The CGPA is calculated by the summation of each module score multiplied by its ECTS, all are divided by the program total ECTS.

CGPA of a 4-year B.Sc. degree:

$$\text{CGPA} = [ (1\text{st module score} \times \text{module ECTS}) + (2\text{nd module score} \times \text{module ECTS}) + (3\text{rd module score} \times \text{module ECTS}) + \dots + (\text{last module score} \times \text{module ECTS}) ] / 240$$

## **7. Curriculum/Modules**

**Semester 1 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

**Semester 2 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

**Semester 3 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

**Semester 4 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

**Semester 5 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

**Semester 6 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

**Semester 7 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

**Semester 8 | 30 ECTS | 1 ECTS = 25 hrs**

| Code | Module | SSWL | USSWL | ECTS | Type | Prerequisite |
|------|--------|------|-------|------|------|--------------|
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |
|      |        |      |       |      |      |              |

## **8. Contact**

Program Manager:

John Smith | Ph.D. in Biology | Assistant Prof.

Email:

Mobile no.:

Program Coordinator:

John Smith | Ph.D. in Biology | Assistant Prof.

Email:

Mobile no.:



## Appendix 3: Program Modules Catalogue

*Modules Catalogue / 2023-2024*

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**Name of the University**

University  
Logo

*First Cycle – Four Levels – 240 ECTS*

*Bachelor's Degree (B.Sc.) - Electrical Engineering*

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## Table of Contents

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1. Overview
  2. Undergraduate Modules 2023-2024
  3. Contact
- 

### 1. Overview

This catalogue is about the courses (modules) given by the program of Electrical Engineering to gain the Bachelor of Science degree. The 4-year program delivers (40, as an example) Modules with (6000) total student workload hours and 240 total ECTS. The module delivery is based on the Bologna Process.

### 2. Undergraduate Modules 2023-2024

#### Module 1

| Code                                                             | Module Title           | ECTS          | Semester    |
|------------------------------------------------------------------|------------------------|---------------|-------------|
| UoB12341                                                         | Academic English       | 5             | 1           |
| Class (hr/w)                                                     | OLect/Lab./Prac./Tutor | SSWL (hr/sem) | USWL (hr/w) |
| 4                                                                | 1                      | 78            | 47          |
| Description                                                      |                        |               |             |
| This section includes a description of the module, 100-150 words |                        |               |             |

**Module 2**

| Code                                                             | Module Title           | ECTS          | Semester    |
|------------------------------------------------------------------|------------------------|---------------|-------------|
| UoB12342                                                         | Physical Electronics   | 5             | 1           |
| Class (hr/w)                                                     | OLect/Lab./Prac./Tutor | SSWL (hr/sem) | USWL (hr/w) |
| 4                                                                | 0                      | 63            | 62          |
| Description                                                      |                        |               |             |
| This section includes a description of the module, 100-150 words |                        |               |             |

**Module 3**

| Code                                                             | Module Title           | ECTS          | Semester    |
|------------------------------------------------------------------|------------------------|---------------|-------------|
| UoB12343                                                         | Mathematics            | 6             | 1           |
| Class (hr/w)                                                     | OLect/Lab./Prac./Tutor | SSWL (hr/sem) | USWL (hr/w) |
| 4                                                                | 2                      | 93            | 57          |
| Description                                                      |                        |               |             |
| This section includes a description of the module, 100-150 words |                        |               |             |

**Module 4**

| Code                                                             | Module Title           | ECTS          | Semester    |
|------------------------------------------------------------------|------------------------|---------------|-------------|
| UoB12344                                                         | Electrical Circuits    | 8             | 1           |
| Class (hr/w)                                                     | OLect/Lab./Prac./Tutor | SSWL (hr/sem) | USWL (hr/w) |
| 4                                                                | 3                      | 109           | 91          |
| Description                                                      |                        |               |             |
| This section includes a description of the module, 100-150 words |                        |               |             |

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**Module 40**

| Code                                                             | Module Title           | ECTS          | Semester    |
|------------------------------------------------------------------|------------------------|---------------|-------------|
| UoB12379                                                         | Graduation Project     | 6             | 8           |
| Class (hr/w)                                                     | OLect/Lab./Prac./Tutor | SSWL (hr/sem) | USWL (hr/w) |
| 0                                                                | 1                      | 16            | 74          |
| Description                                                      |                        |               |             |
| This section includes a description of the module, 100-150 words |                        |               |             |

### 3. Contact

Program Manager:

John Smith | Ph.D. in Electrical Engineering | Professor

Email:

Office Tel. no.:

Program Coordinator:

John Smith | Ph.D. in Electrical Engineering | Assistant Prof.

Email:

Office Tel. no.:

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## Appendix 4: Module Description Catalogue

### MODULE DESCRIPTION CATALOGUE

| Module Information                 |                            |                      |                                                                                                                                                                                                                                                     |        |
|------------------------------------|----------------------------|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| Module Title                       | <b>Electrical Circuits</b> |                      | Module Delivery                                                                                                                                                                                                                                     |        |
| Module Type                        | Core                       |                      | <input checked="" type="checkbox"/> Theory<br><input checked="" type="checkbox"/> Lecture<br><input checked="" type="checkbox"/> Lab<br><input type="checkbox"/> Tutorial<br><input type="checkbox"/> Practical<br><input type="checkbox"/> Seminar |        |
| Module Code                        | <b>UoB12345</b>            |                      |                                                                                                                                                                                                                                                     |        |
| ECTS Credits                       | 8                          |                      |                                                                                                                                                                                                                                                     |        |
| SWL (hr/sem)                       | <b>200</b>                 |                      |                                                                                                                                                                                                                                                     |        |
| Module Level                       | 1                          | Semester of Delivery |                                                                                                                                                                                                                                                     |        |
| Administering Department           | Type Dept. Code            | College              | Type College Code                                                                                                                                                                                                                                   |        |
| Module Leader                      | Name                       |                      | e-mail                                                                                                                                                                                                                                              | E-mail |
| Module Leader's Academic Title     | Professor                  |                      | Module Leader's Qualification                                                                                                                                                                                                                       | Ph.D.  |
| Module Tutor                       | Name (if available)        |                      | e-mail                                                                                                                                                                                                                                              | E-mail |
| Peer Reviewer Name                 | Name                       |                      | e-mail                                                                                                                                                                                                                                              | E-mail |
| Scientific Committee Approval Date | 01/06/2023                 |                      | Version Number                                                                                                                                                                                                                                      | 1.0    |

| Relation with other Modules |      |  |          |  |
|-----------------------------|------|--|----------|--|
| Prerequisite module         | None |  | Semester |  |
| Co-requisites module        | None |  | Semester |  |

## Module Objectives, Learning Outcomes and Indicative

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Module Objectives</b>        | <ol style="list-style-type: none"> <li>1. To develop problem solving skills and understanding of circuit theory through the application of techniques.</li> <li>2. To understand voltage, current and power from a given circuit.</li> <li>3. This course deals with the basic concept of electrical circuits.</li> <li>4. This is the basic subject for all electrical and electronic circuits.</li> <li>5. To understand Kirchhoff's current and voltage Laws problems.</li> <li>6. To perform mesh and Nodal analysis.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Module Learning Outcomes</b> | <p>Important: Write at least 6 Learning Outcomes, better to be equal to the number of study weeks.</p> <ol style="list-style-type: none"> <li>1. Recognize how electricity works in electrical circuits.</li> <li>2. List the various terms associated with electrical circuits.</li> <li>3. Summarize what is meant by a basic electric circuit.</li> <li>4. Discuss the reaction and involvement of atoms in electric circuits.</li> <li>5. Describe electrical power, charge, and current.</li> <li>6. Define Ohm's law.</li> <li>7. Identify the basic circuit elements and their applications.</li> <li>8. Discuss the operations of sinusoid and phasors in an electric circuit.</li> <li>9. Discuss the various properties of resistors, capacitors, and inductors.</li> <li>10. Explain the two Kirchhoff's laws used in circuit analysis.</li> <li>11. Identify the capacitor and inductor phasor relationship with respect to voltage and current.</li> </ol> |
| <b>Indicative Contents</b>      | <p>Indicative content includes the following.</p> <p><b><u>Part A - Circuit Theory</u></b></p> <p><b>DC circuits</b> – Current and voltage definitions, Passive sign convention and circuit elements, Combining resistive elements in series and parallel. Kirchhoff's laws and Ohm's law. Anatomy of a circuit, Network reduction, Introduction to mesh and nodal analysis. [SSWL=15 hrs]</p> <p><b>AC circuits I</b> – Time dependent signals, average and RMS values. Capacitance and inductance, energy storage elements, simple AC steady-state sinusoidal analysis. [15 hrs]</p>                                                                                                                                                                                                                                                                                                                                                                                  |

**AC Circuits II** - Phasor diagrams, definition of complex impedance, AC circuit analysis with complex numbers. [SSWL=10 hrs]

**RL, RC and RLC circuits** - Frequency response of RLC circuits, simple filter and band-pass circuits, resonance and Q-factor, use of Bode plots, use of differential equations and their solutions. Time response (natural and step responses). Introduction to second order circuits. [SSWL=15 hrs]

**Revision problem classes** [SSWL=6 hrs]

#### Part B - Analogue Electronics

**Fundamentals** - Resistive networks, voltage and current sources, Thevenin and Norton equivalent circuits, current and voltage division, input resistance, output resistance, coupling and decoupling capacitors, maximum power transfer, RMS and power dissipation, current limiting and over voltage protection. [SSWL=15 hrs]

**Components and active devices** – Components vs elements and circuit modeling, real and ideal elements. Introduction to sensors and actuators, self-generating vs modulating type sensors, simple circuit interfacing. [SSWL=14 hrs]

**Diodes and Diode circuits** – Diode characteristics and equations, ideal vs real. Signal conditioning, clamping and clipping, rectification and peak detection, photodiodes, LEDs, Zener diodes, voltage stabilization, voltage reference, power supplies. [SSWL=15 hrs]

Total hrs = 105 = SSWL - (Exam hrs) = 109 - 4 = 105 hr (Time table hrs x 15 weeks)

## Learning and Teaching Strategies

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Strategies</b> | Type something like: The main strategy that will be adopted in delivering this module is to encourage students' participation in the exercises, while at the same time refining and expanding their critical thinking skills. This will be achieved through classes, interactive tutorials and by considering types of simple experiments involving some sampling activities that are interesting to the students. |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Student Workload (SWL)

|                                  |            |                                |   |
|----------------------------------|------------|--------------------------------|---|
| <b>Structured SWL (hr/sem)</b>   | 109        | <b>Structured SWL (hr/w)</b>   | 7 |
| <b>Unstructured SWL (hr/sem)</b> | 91         | <b>Unstructured SWL (hr/w)</b> | 6 |
| <b>Total SWL (hr/sem)</b>        | <b>200</b> |                                |   |

## Module Evaluation

|                             |                        | Time/Number | Weight (Marks) | Week Due   | Relevant Learning Outcome |
|-----------------------------|------------------------|-------------|----------------|------------|---------------------------|
| <b>Formative assessment</b> | <b>Quizzes</b>         | 2           | 10% (10)       | 5 and 10   | LO #1, #2 and #10, #11    |
|                             | <b>Assignments</b>     | 2           | 10% (10)       | 2 and 12   | LO #3, #4 and #6, #7      |
|                             | <b>Projects / Lab.</b> | 1           | 10% (10)       | Continuous | All                       |
|                             | <b>Report</b>          | 1           | 10% (10)       | 13         | LO #5, #8 and #10         |

|                             |                     |     |                  |    |            |
|-----------------------------|---------------------|-----|------------------|----|------------|
| <b>Summative assessment</b> | <b>Midterm Exam</b> | 2hr | 10% (10)         | 7  | LO #1 - #7 |
|                             | <b>Final Exam</b>   | 3hr | 50% (50)         | 16 | All        |
| <b>Total assessment</b>     |                     |     | 100% (100 Marks) |    |            |

### Delivery Plan (Theoretical Weekly Syllabus)

|                | <b>Material Covered</b>                                                                                  |
|----------------|----------------------------------------------------------------------------------------------------------|
| <b>Week 1</b>  | Introduction - Difference between Circuit Theory and Field Theory                                        |
| <b>Week 2</b>  | Basics of Network Elements                                                                               |
| <b>Week 3</b>  | Resistance and Resistivity, Ohm's Law and Inductance, Capacitance                                        |
| <b>Week 4</b>  | Review of Kirchhoff's Laws, Circuit Analysis - Nodal and Mesh                                            |
| <b>Week 5</b>  | Linearity and Superposition, Source Transformations, Thévenin and Norton Equivalents                     |
| <b>Week 6</b>  | Review of Inductor and Capacitor as Circuit Elements, Source-free RL and RC Circuits, Transient Response |
| <b>Week 7</b>  | Mid-term Exam + Unit-Step Forcing, Forced Response, the RLC Circuit                                      |
| <b>Week 8</b>  | Sinusoidal Forcing, Complex Forcing, Phasors, and Complex Impedance, Sinusoidal Steady State Response    |
| <b>Week 9</b>  | Nodal and Mesh Revisited, Average Power, RMS, Introduction to Polyphase Circuits                         |
| <b>Week 10</b> | Mutual Inductance, Linear and Ideal Transformers, Circuits with Mutual Inductance                        |
| <b>Week 11</b> | Frequency Response of Series/Parallel Resonances, High-Q Circuits                                        |
| <b>Week 12</b> | Complex Frequency, s-Plane, Poles and Zeros, Response Function, Bode Plots                               |
| <b>Week 13</b> | Two Port Networks, Admittance, Impedance, Hybrid, and Transmittance Parameters                           |
| <b>Week 14</b> | Two Port Networks, Admittance, Impedance, Hybrid, and Transmittance Parameters                           |
| <b>Week 15</b> | Two Port Networks, Admittance, Impedance, Hybrid, and Transmittance Parameters                           |
| <b>Week 16</b> | <b>Preparatory week before the final Exam</b>                                                            |

| Delivery Plan (Weekly Lab. Syllabus) |                                                           |
|--------------------------------------|-----------------------------------------------------------|
|                                      | Material Covered                                          |
| <b>Week 1</b>                        | Lab 1: Introduction to Agilent VEE and PSPICE             |
| <b>Week 2</b>                        | Lab 2: Thévenin's / Norton's Theorem and Kirchhoff's Laws |
| <b>Week 3</b>                        | Lab 3: First-Order Transient Responses                    |
| <b>Week 4</b>                        | Lab 4: Second-Order Transient Responses                   |
| <b>Week 5</b>                        | Lab 5: Frequency Response of RC Circuits                  |
| <b>Week 6</b>                        | Lab 6: Frequency Response of RLC Circuits                 |
| <b>Week 7</b>                        | Lab 7: Filters                                            |

| Learning and Teaching Resources |                                                                                                                                                                                               |                           |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
|                                 | Text                                                                                                                                                                                          | Available in the Library? |
| <b>Required Texts</b>           | Fundamentals of Electric Circuits, C.K. Alexander and M.N.O Sadiku, McGraw-Hill Education                                                                                                     | Yes                       |
| <b>Recommended Texts</b>        | DC Electrical Circuit Analysis: A Practical Approach<br>Copyright Year: 2020, dissidents.                                                                                                     | No                        |
| <b>Websites</b>                 | <a href="https://www.coursera.org/browse/physical-science-and-engineering/electrical-engineering">https://www.coursera.org/browse/physical-science-and-engineering/electrical-engineering</a> |                           |

