



ACADEMIC CATALOG

2024 – 2025



AGTU – ORLANDO CAMPUS

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Catalog Disclaimer

This catalog provides information about programs, policies, and procedures for **American Global Tech University (AGTU) academic year 2024-2025**.

This catalog includes the main terms pertaining to the relationship between students and AGTU. Regardless of its effective date, the institution reserves the right to admit, re-admit or register a student only for a semester or session separately. The institution binds itself only during the semester for which the student has enrolled and paid the corresponding tuition fees.

AGTU University reserves the right, wherever it deems advisable: (1) to change or modify its tuition and fees, (2) to withdraw, cancel, reschedule, or modify any course, program of study, degree, or any requirements in connection with the foregoing, and (3) to change or modify any academic or any other University policy.

Changes in information in this catalog and new academic regulations will be published prior to the beginning of each academic term in each section, as applicable.

It is the student's responsibility to know and comply with the content of this catalog and all the AGTU University rules and regulations. This catalog complies with the institution's bylaws, regulations, administrative orders, and duties under Federal Law. The catalog is subject to subsequent amendments.

In preparing this catalog, all efforts were made to provide pertinent and accurate information. AGTU assumes no responsibility for catalog errors or omissions.

This catalog does not constitute a contract nor a binding agreement.

An electronic copy of this catalog is available at www.agtu.us.

Notice of Nondiscrimination

AGTU University does not discriminate based on race, color, disability, national or ethnic origin, creed, gender, age, socioeconomic status, political, religious, or social beliefs, or other legally protected status.

The University is required by Title IX not to discriminate based on sex in educational programs and activities. The University Title IX Coordinator for any inquiries by students, parents or guardians, employees and applicants for admissions and employment is Mrs. Tatiana Amorim and she can be reached at 6900 Tavistock Lakes BLVD, Suite 400 Orlando, FL 32827 Telephone No.: +1 (407) 738-9203. email: registrar@agtu.net.

Catalog Accessibility and Disclosures

American Global Tech University (AGTU) provides all prospective students with access to the institutional catalog at least one week prior to enrollment or payment of tuition. The catalog is available in both written and electronic formats, with the electronic version accessible at www.agtu.us. Updates to the catalog are reflected promptly in the electronic version.

The catalog serves as the official contractual statement of AGTU's policies, programs, services, and fees, ensuring transparency and alignment with regulatory requirements.

American Global Tech University (AGTU)

American Global Tech University (AGTU) is a distinguished non-profit higher education institution based in Florida. With its main campus as the cornerstone of its operations, AGTU provides accessible, high-quality education to a diverse student population.

The university offers a wide range of academic programs, spanning from associate degrees to master's level studies, designed to meet the evolving needs of its students and the global workforce. Catering to learners from varied economic and educational backgrounds, AGTU fosters an inclusive and supportive learning environment.

AGTU's academic offerings are delivered in English, ensuring accessibility to both domestic and international students. The institution also embraces modern education trends by providing fully online programs, offering students the flexibility to pursue their academic goals from anywhere in the world.

Committed to academic excellence and innovation, AGTU prepares its students to thrive in an increasingly interconnected and technology-driven world.

Mission

AGTU's mission is to provide accessible, high-quality online academic programs that empower students to excel in competitive local and global markets. Through innovation and commitment to excellence, AGTU fosters an inclusive learning environment that prepares graduates to thrive in a technology-driven, interconnected world.

Vision

AGTU envisions becoming a global leader in online higher education, recognized for its commitment to innovation, inclusivity, and academic excellence. By leveraging cutting-edge technology and fostering a culture of lifelong learning, AGTU aims to transform lives, empower communities, and shape future leaders for a rapidly evolving world.

Institutional Values

AGTU University is steadfast in its commitment to being a distinguished institution of higher education, guided by the following core values:

- **Innovation, Inclusivity, and Excellence:** The university fosters a dynamic, diverse, and equitable learning environment, promotes creativity, and pursues the highest standards of academic and institutional achievement.
- **Integrity and Collaboration:** AGTU upholds the highest ethical standards and cultivates a culture of collaboration, building strong and supportive relationships within its community.
- **Lifelong Learning and Empowerment:** The institution is committed to inspiring continuous personal and professional growth, empowering individuals and communities to achieve their fullest potential and contribute meaningfully to society.

Institutional Objectives

American Global Tech University (AGTU) is dedicated to achieving its mission through the following objectives:

1. **Accessible Education:** Providing innovative programs that address the diverse needs of students.
2. **Academic Excellence:** Upholding rigorous standards to ensure the highest quality of education.
3. **Innovation and Research:** Encouraging creativity, entrepreneurship, and solutions to global challenges.
4. **Diversity and Inclusion:** Promoting an environment that respects and integrates diverse perspectives.
5. **Global Success:** Equipping graduates to excel in competitive local and international markets.
6. **Community Engagement:** Collaborating with organizations to generate meaningful social and economic impact.
7. **Lifelong Learning:** Delivering continuing education opportunities for sustained personal and professional development.

Physical Facilities

The American Global Tech University (AGTU) operates as a fully online institution, leveraging advanced technology to deliver high-quality education to students worldwide. While AGTU's educational model does not require on-campus attendance, its administrative headquarters provide essential support for the seamless operation of its programs.

Administrative Headquarters

Located at **6900 Tavistock Lakes Blvd, Suite 400, Orlando, FL 32827**, AGTU's administrative

offices house a professional and collaborative environment designed to support students, faculty, and staff. The facility features:

- Spacious meeting and classroom spaces are equipped with modern technology for staff training and student appointments.
- Computer workstations and a dedicated studio for faculty to create and deliver engaging online content.
- A secure and ample parking area is available for visitors and staff.

Commitment to Accessibility and Support

AGTU ensures its administrative facilities meet the highest standards of safety, accessibility, and convenience for all members of its academic community. Although academic activities are conducted online, students and faculty can schedule in-person meetings or administrative support sessions at the headquarters if needed.

By prioritizing robust online infrastructure and professional administrative operations, AGTU is committed to delivering a world-class education experience while maintaining a physical presence for institutional support and collaboration.

Licensure, Accreditation and Affiliations

American Global Tech University (AGTU) is licensed by the **Florida Commission for Independent Education (CIE)** under license number **12506**. This licensure confirms AGTU's compliance with the educational standards and regulations set forth by the state of Florida.

For additional information regarding this institution, please contact:

Florida Commission for Independent Education

325 West Gaines Street, Suite 1414

Tallahassee, FL, 32399-0400

Toll-Free Telephone Number: (888) 224-6684

Licensure Statement

“Licensed by the Commission for Independent Education, Florida Department of Education.

Additional information regarding this institution may be obtained by contacting the Commission at: 325 West Gaines Street, Suite 1414

Tallahassee, FL 32399-0400

Toll-Free Telephone Number: (888) 224-6684.”

Memberships and Affiliations

AGTU actively engages with organizations that support excellence in higher education. Current memberships and affiliations include:

- **American Association of Collegiate Registrars and Admission Officers (AACRAO):**
Dedicated to advancing best practices in enrollment and academic records management.

- **Library and Information Resources Network (LIRN):** Providing access to a robust collection of online library resources to support research and learning.
- **Student Affairs Administrators in Higher Education (NASPA):** A leader in promoting student success and professional development in higher education (suggested affiliation).

University Governance and Legislative Boards

University Governance

American Global Tech University (AGTU) operates under a governance structure designed to ensure effective decision-making and alignment with its mission of academic excellence and innovation.

Legislative Boards

AGTU's operations are guided by two key legislative bodies:

- **Administrative Council**
The Administrative Council establishes institutional policies in alignment with the bylaws of American Global Tech University, LLC, ensuring that governance supports the university's strategic priorities.
- **Academic Board**
The Academic Board oversees academic policies, approves new programs, authorizes the awarding of degrees, and evaluates matters related to faculty appointments and promotions.

Statement of Legal Control

AGTU is managed by **Mondo Education LLC**, a for-profit Limited Liability Corporation (LLC) registered in the State of Florida under the official name **American Global Tech University (AGTU)**.

Board of Directors

AGTU's governance is led by a dedicated Board of Directors:

- **Luiz Borges Filho** – Chairman of the Board
- **Carlos Guimarães** – President & Chancellor
- **Flavio Pozzi** – Chief Financial Officer (CFO)
- **Carlos Oliveira** – Chief Technology Officer (CTO) & Chief Marketing Officer (CMO)
- **Susana Costa** – Chief Operating Officer (COO)

University Administration

Executive Leadership

- **Luiz Carlos Borges** – Chief Executive Officer (CEO)
 - **Carlos Guimarães** – Chief Academic Officer (CAO)
 - **Carlos Oliveira** – Chief Technology Officer (CTO)
 - **Susana Costa** – Chief Operating Officer (COO)
 - **Flávio Pozzi** – Chief Financial Officer (CFO)
-

Academic Affairs

- **Susane Garrido** – Education Coordinator
 - **Eduardo Campos** – Undergraduate Coordinator
 - **Fernando Dalbão** – Health Coordinator
 - **Gustavo Menon** – Legal Studies Coordinator
 - **Patricia Rucker** – IT Coordinator
 - **Tatiana Amorim** – Registrar Associate
 - **Thiago Zyla** – Technology Analyst
 - **Sergio Alves** – Technology Assistant
-

Technology and Operations

- **Daniel Vieira** – Technology Manager
 - **Bruno Simeoni** – Technology Assistant
-

Financial and Administrative Affairs

- **Aline Nascimento** – Operations Manager
-


Student and Customer Relations


- **Claudia Pereira** – Relationship Analyst
- **Marcella Dayrell** – Sales Analyst
- **Juliana Margaretha** – Customer Service Analyst
- **Vacancy open** – Relationship Assistant
- **Vacancy open** – Sales Assistant

Location and Facilities

AGTU – Orlando Campus

 **Address:** 6900 Tavistock Lakes Blvd, Suite 400, Orlando, FL 32827

 **Phone:** +1 (220) 400-2488

 **Website:** www.agtu.us

AGTU operates as a fully online institution with its administrative headquarters in Orlando, serving as the central hub for student services, academic operations, and faculty collaboration. The university leverages cutting-edge technology to provide a dynamic, flexible, and accessible learning environment for a diverse global student body. Through virtual classrooms, digital resources, and interactive platforms, AGTU ensures high-quality education tailored to the evolving needs of modern learners.

Academic Calendar

2024-2025 Academic Registration Calendar

The Academic Calendar 2024-2025 highlights essential dates for course schedules and registration periods for Associate, Bachelor, and Master’s degree programs at American Global Tech University (AGTU). This calendar supports effective planning and organization for students, faculty, and staff.

- **Associate Programs:** Structured on a 10-term cycle with five-week sessions, these programs provide a solid foundation for professional and academic growth.
- **Bachelor’s Programs:** Also following a 10-term cycle with five-week sessions, these programs are designed to deliver comprehensive knowledge and skills for career advancement.
- **Master’s Programs:** Operate on an eight-term cycle with six-week sessions, offering advanced, specialized education tailored for professionals and academics.

AGTU is committed to excellence in online education, ensuring flexibility and rigor across all programs. For more details, please contact the university's administrative office.

Academic Calendar – Intake Dates & Registration Periods

Intake	Start Date of Classes	End Date of Classes	Start Date of Registration	End Date of Registration
Intake 2024/1 - i1	January 8, 2024	February 18, 2024	November 14, 2023	January 5, 2024
Intake 2024/3 - i3	April 1, 2024	May 12, 2024	February 21, 2024	March 29, 2024
Intake 2024/5 - i5	July 8, 2024	August 18, 2024	May 15, 2024	July 5, 2024
Intake 2024/7 - i7	September 30, 2024	November 10, 2024	August 21, 2024	September 27, 2024
Intake 2025/1 - i9	January 6, 2025	February 16, 2025	November 13, 2024	January 3, 2025
Intake 2025/3 - i11	March 31, 2025	May 11, 2025	February 19, 2025	March 28, 2025
Intake 2025/5 - i1	July 7, 2025	August 17, 2025	May 14, 2025	July 4, 2025
Intake 2025/7 - i3	September 29, 2025	November 9, 2025	August 20, 2025	September 26, 2025

Admissions

American Global Tech University (AGTU) is committed to a fair, transparent, and rigorous admissions process for all academic programs. Applicants must meet the academic, procedural, and technical requirements outlined below to ensure a seamless enrollment process.

General Admission Requirements

1. Application and Academic Credentials

- Submit a completed application form.
- Provide proof of high school completion (for Associate and Undergraduate programs) or a bachelor's degree (for Graduate programs).
- Applicants must submit official transcripts from previous institutions:
 - **For Associate and Undergraduate Programs:** Proof of high school completion (e.g., diploma, GED, or equivalent).
 - **For Graduate Programs:** Proof of a bachelor's degree with a minimum CGPA of **2.25**. Applicants with a CGPA below 2.25 may be admitted at the discretion of the Dean of Academic Affairs, following a documented interview.

2. Required Documentation

- All documents must be original, unaltered, and submitted within **30 days** of the start date.
- AGTU reserves the right to verify authenticity by contacting issuing institutions or relevant authorities. Documents whose authenticity cannot be verified may result in denial or revocation of admission.

3. Transfer Students

- Applicants transferring from other institutions must submit official transcripts from all post-secondary institutions attended. Failure to meet deadlines for transcript submission may result in cancellation of admission.

4. International Applicants

American Global Tech University (AGTU) welcomes international students and provides the following guidelines for application:

- **Document Evaluation** - Documents issued outside the United States must:

It is the sole responsibility of the student to ensure that all submitted documents are original and authentic. The university reserves the right to verify the legitimacy of these documents directly with the issuing institution. Any submission found to be falsified or

misrepresented will result in the immediate disqualification of the application, and appropriate measures, including notification to relevant authorities, may be taken.

- Be accompanied by an **official English translation** if not originally issued in English.

English Proficiency:

English proficiency will be reviewed according to the academic requirements established by AGTU.

AGTU Placement Test:

- Students opting for AGTU’s internal placement test must achieve a minimum score equivalent to the standards set for their chosen program. Details are provided upon registration.

5. Distance Education Students

- Submit a color copy (front and back) of a valid government-issued photo ID for verification of residency.
- International students may submit a passport or citizenship certificate.

Guidelines for Enrollment

1. Submission Deadlines

- All required documents, including official transcripts, must be submitted within **30 days** of the term’s start.

2. Technology Requirements

- Students must have access to:
 - A computer with updated software and hardware specifications.
 - A stable internet connection for participation in AGTU’s online learning platform.

3. Academic Program-Specific Policies

- Enrollment in some programs may be subject to institutional capacity or specific academic criteria.

Additional Notes

1. Verification of Documents:

- Admissions officers will ensure submitted documents are original and unaltered. In cases of doubt, AGTU reserves the right to verify with the issuing institution or relevant authorities.

2. **Denial or Revocation of Admission:**
 - Admission may be denied or revoked for:
 - Falsified information on the application.
 - Submission of fraudulent documents.
3. **Program Enrollment Limitations:**
 - AGTU may limit enrollment in specific programs based on institutional factors, ensuring resource optimization and quality.

Readmission Policy

American Global Tech University (AGTU) allows students who have interrupted their studies to apply for readmission, subject to the policies outlined below. This policy applies to all academic programs, including Associate, Undergraduate, and Graduate levels.

Eligibility for Readmission

Students who interrupt their studies for at least one semester (excluding summer) must reapply for readmission. Eligibility is contingent upon the following criteria:

1. **Academic Requirements**
 - Maintain a cumulative GPA that meets the **Satisfactory Academic Progress (SAP)** standard.
 - Successfully complete the required percentage of credits based on attempted credits.
 - Fulfill any applicable suspension periods due to:
 - Academic issues.
 - Accumulated credits.
 - Disciplinary actions, if applicable.
2. **Current Admission Requirements**
 - Meet all admission and program requirements in effect at the time of reapplication.
3. **Students Not Meeting SAP Standards**
 - Applicants who were dismissed or failed to meet SAP standards must:
 - Meet with an **Academic & Retention Counselor** or the **Director of Retention** to discuss their readmission application.
 - Address prior academic deficiencies and outline plans to ensure future success.
4. **Curriculum and Catalog**
 - Readmitted students will follow the curriculum and catalog requirements in effect at the time of readmission.

Application for Readmission

1. **Required Documentation**
 - Submit a completed application for readmission.

- Provide updated transcripts for any coursework completed during the absence from AGTU.
- 2. **Review and Approval Process**
 - The Admissions Office, in consultation with the Academic Affairs Office, will review the application.
 - Applicants may be required to submit a written statement detailing:
 - Reasons for interruption.
 - Steps taken to resolve prior issues.
 - Strategies for academic success are moving forward.
- 3. **Course and Credit Evaluation**
 - Credits earned prior to the interruption will be reviewed for relevance and applicability to the current curriculum.
 - AGTU reserves the right to decline credit transfer for courses deemed outdated or incompatible with the current program.

Additional Notes

1. **Suspension Period**
 - Students dismissed for academic reasons may not apply for readmission until a minimum of **six months** has passed from the dismissal date.
2. **Enrollment Limitations**
 - Readmission is subject to program capacity and institutional factors.
3. **Denial of Readmission**
 - Readmission may be denied in cases of:
 - Falsification of application materials.
 - Failure to demonstrate readiness for academic success.

Non-Degree-Seeking Students

Purpose

Non-degree-seeking students are individuals who wish to enroll in credit-bearing courses for specific certifications or to transfer credits to another institution. This pathway is ideal for those pursuing professional development or academic advancement without committing to a full degree program.

General Admission Requirements

1. **Application**
 - Submit a completed application for admission.
2. **Documentation**
 - Provide official transcripts for any prior coursework, if required.
 - Submit approval as a transient student if applicable to the desired courses.
3. **Program-Specific Requirements**
 - Certain programs may have additional requirements. Refer to AGTU's Academic Catalog for detailed program-specific criteria.

Additional Information

AGTU is a fully online university offering flexible learning opportunities designed to meet the needs of students seeking certifications, professional growth, or academic enrichment. Enrollment as a non-degree-seeking student does not guarantee admission into a degree program, and program availability may vary based on institutional factors.

Admission Validity

Enrollment and Admission Validity

1. Enrollment in Available Programs

Students are permitted to enroll only in programs that are actively offered at the time of their admission or readmission. Program availability is determined based on institutional offerings and academic schedules.

2. Validity Period

Admission and Readmission decisions are valid for one full semester from the date the decision is granted. Students who do not enroll during this period must reapply and meet all current admission requirements at the time of reapplication.

3. Fulfillment of Admission Requirements

To secure enrollment, students must fulfill all admission requirements by the deadlines specified in the **academic calendar**. Failure to meet these deadlines may result in the forfeiture of **admission eligibility**.

Conditional Admission Policy

American Global Tech University (AGTU) offers conditional admission to applicants who have met the majority of admission requirements but are awaiting specific official documentation. This policy ensures flexibility and support for prospective students during transitional periods.

Eligibility

Conditional admission applies to:

1. Students are currently in the process of completing high school.
2. Undergraduate, master's, and doctoral applicants awaiting official documents from external sources (e.g., transcripts, certifications).

Policy Overview

AGTU is committed to maintaining the integrity of its admissions process while facilitating access to education. Conditional admission allows students to begin their studies while ensuring they have sufficient time to submit all pending documents.

Requirements

Applicants admitted conditionally must:

- Fulfill all outstanding documentation requirements by the deadlines specified in the academic calendar.
- Maintain compliance with all other admission and academic policies during their conditional enrollment period.

Commitment to Students

By offering conditional admission, AGTU demonstrates its dedication to supporting students and providing flexible solutions that promote educational access. Applicants are encouraged to complete all requirements promptly to transition to full admission status.

Appealing Admissions Decisions

Applicants have the right to appeal an admissions decision through a structured and transparent process provided by the university.

Purpose

The appeals process ensures fairness and allows applicants to request a reassessment of their admissions decision.

Procedure

1. Appeals must be submitted to the appropriate university personnel.
2. Applicants must provide clear rationale and any supporting documentation for their appeal.

AGTU is committed to maintaining an equitable admissions process by offering applicants a formal opportunity to contest decisions in accordance with institutional guidelines.

Deferment of Admissions

Admitted students may request to defer their admission to the following semester within the same academic year.

Procedure

- Requests must be submitted to the Admissions Office for approval prior to the start of the original term.

Policy Overview

This policy offers flexibility for students who need to delay their start date while maintaining their admission status.

Transfer Credit Policy

American Global Tech University (AGTU) establishes criteria to accept transfer credits for diploma, undergraduate, and master's degree programs, ensuring alignment with academic standards and program objectives.

General Criteria for Transfer Credits

1. **Associate and Undergraduate Programs**
 - Only courses with a grade of **C or higher** are eligible.
 - Courses must be relevant to the student's program of study.
2. **Master's Programs**
 - Only courses with a grade of **B or higher** are eligible.
 - Certain master's programs may not accept transfer credits.
3. **Institutional Accreditation**
 - U.S.-based institutions must be accredited by a national or regional accrediting body recognized by the **U.S. Department of Education**.
 - Foreign institutions must be recognized by the appropriate ministry of education or governmental agency.
4. **Grades Not Accepted**
 - Credits with grades such as **P (Pass)**, **S (Satisfactory)**, or other non-quality grades will generally not be accepted.
5. **Course Compatibility**
 - Transfer courses must have similar objectives and content to those offered at AGTU and must satisfy graduation requirements.
6. **Official Documentation**
 - Transcripts must be final, official, and in English.
 - Documents must include the institution's name, student's name, course titles, grades earned, and the credit system used.
7. **Credit Validity**
 - Professional or technology-related courses must have been completed within **5 years** of enrollment.
 - General Education courses may be accepted if completed within **10 years** of enrollment.
8. **Residency Requirements**
 - Students must meet AGTU's residency requirements to qualify for a degree.
9. **Exceptions and Approvals**
 - Exceptions to these policies require review and approval by the relevant department.

Transfer Credit Evaluation Process

1. **Submission of Application and Documents**
 - Students must list proposed transfer credits in their application and submit official transcripts within **30 days** of starting classes.
 2. **Evaluation of Documents**
 - AGTU's Admissions Office reviews submitted documents for compliance. Approved credits are forwarded to the Registrar's Office for final validation.
 3. **Notification of Decision**
 - Students will receive a decision via institutional email within **60 days** of the start of classes.
 4. **Appeals**
 - Students may appeal a transfer credit decision within **30 days** of notification by submitting a written appeal with supporting documentation. Final decisions will be communicated within **7 business days**.
-

Additional Notes for Transfer Students

- Transfer credits are recorded with a grade of **T** and do not affect GPA calculations.
- Accepted credits count toward **attempted** and **earned credits** for calculating **Satisfactory Academic Progress (SAP)** but do not impact retention or graduation indexes.

Commitment to Academic Integrity

AGTU is committed to fostering a culture of honesty, accountability, and ethical conduct in all academic activities. Upholding the highest standards of integrity ensures the credibility of the institution's academic programs and the achievements of its students.

Core Expectations

1. **Originality:** All submitted work must reflect the student's own effort and thought. Proper credit must be given for any external sources or contributions.
2. **Ethical Behavior:** Students must adhere to ethical practices during assessments, assignments, and collaborative projects.
3. **Accountability:** Violations of academic integrity, including plagiarism, cheating, or falsification, will be subject to disciplinary action.

Institutional Commitment

AGTU is dedicated to providing resources and support to help students uphold academic integrity, including guidance on proper citation, collaboration rules, and the ethical use of resources.

By maintaining these standards, AGTU ensures that its academic community operates with fairness, respect, and excellence.

Non-Traditional Credit Validation Policy

Purpose

AGTU recognizes the value of knowledge and skills acquired through non-traditional means and provides a structured process for validating such credits. This policy ensures that students can leverage prior learning experiences while maintaining the university's academic standards.

Eligible Non-Traditional Credits

- **Online Learning:** Accredited courses completed through recognized online platforms.
- **Corporate Training:** Employer-sponsored programs or certifications with measurable learning outcomes.
- **Independent Study:** Structured programs with assessments and clear objectives.
- **Brazilian Lato Sensu Postgraduate Programs:** Specialized post-graduate certifications recognized by Brazilian legislation as professional or academic qualifications.

Validation Process

1. **Submission of Documentation**
 - Students must submit official proof of completion, such as certificates, transcripts, or diplomas.
 - For **Brazilian Lato Sensu Postgraduate Programs**, documentation must include course details (workload, syllabus, and institutional accreditation).
2. **Evaluation of Equivalency**
 - AGTU will assess the submitted credits for alignment with its curriculum, objectives, and academic rigor.
 - For Brazilian programs, credits will be evaluated based on their alignment with international standards for graduate-level education.
3. **Assessment (if applicable)**
 - Students may be required to complete exams, portfolios, or other assessments to demonstrate proficiency in the validated courses.

Key Conditions

- Credits from Brazilian **lato sensu** postgraduate programs may only be considered for graduate-level courses.
- Non-traditional credits are subject to program-specific limits.
- Only credits from recognized institutions or organizations will be eligible for validation.

Additional Notes

- Validated credits are recorded with a grade of **T** and do not impact GPA calculations.
- Students must fulfill residency requirements at AGTU to qualify for a degree.
- AGTU reserves the right to reject credits that do not meet institutional or program standards.

Institutional Commitment

By validating credits earned through non-traditional means, including Brazil's **lato sensu** postgraduate programs, AGTU reinforces its commitment to flexibility, accessibility, and the recognition of diverse educational pathways while maintaining academic excellence.

Transcript Policy

Official and Unofficial Transcripts

AGTU provides both official and unofficial copies of student transcripts in accordance with its university guidelines.

- **Official Transcripts:** Issued directly to authorized recipients, such as other institutions or employers, and sealed to ensure authenticity.
- **Unofficial Transcripts:** Available to students for personal records and accessible through the student portal.

Transcripts from Other Institutions

AGTU does not issue copies of transcripts from other institutions. Students are responsible for requesting transcripts directly from the issuing institutions if needed.

Submission of Transcripts for Admission

1. **Deadlines:**
 - Official transcripts must be submitted and verified by the Registrar's Office before the end of the first term. Failure to meet this requirement may result in enrollment cancellation.
2. **International Transcripts:**
 - Transcripts from foreign institutions must be evaluated for U.S. equivalency by an approved agency (e.g., NACES or AICE) and sent directly to AGTU.
3. **Transfer Credits:**
 - Official transcripts are required to validate transfer credits and must be submitted within 30 days of enrollment.

Requesting Transcripts

1. **Process:**
 - Students can request transcripts through AGTU's Registrar's Office or student portal. Processing fees may apply.
2. **Conditions:**
 - Transcript requests will only be fulfilled for students in good financial standing with the university.

Additional Notes

- Transcripts are processed within the timeline specified in AGTU's academic guidelines.
- AGTU complies with FERPA regulations to protect student records.

Residency Requirements

To meet the residency requirements at AGTU, students must complete a minimum of **25%** of the total credits required for their degree program directly through AGTU. This ensures that students experience the university's academic rigor and benefit from the institution's resources and academic environment.

For Transfer Students

Transfer students are required to complete at least **25%** of the prescribed credit hours in their major area of study through AGTU to be eligible for recognition with honors. This ensures that the student's academic experience reflects AGTU's standards and curriculum.

These residency requirements are designed to maintain the integrity and value of an AGTU degree while ensuring that students gain significant learning and development through the university's programs.

Student Identification Number

After applying for admission, each student is assigned a unique **Student Identification Number**. This number serves as the primary means of identifying and managing the student's permanent academic records, ensuring that all academic and administrative processes are linked to the correct individual.

The Student ID Number is used for:

- **Transcripts**
- **Course registration**
- **Grade reports**
- **Enrollment certifications**
- **Student accounts**
- **And other university-related processes**

This number is essential for maintaining the integrity and privacy of student information and ensuring efficient management of academic and administrative records.

FERPA and the Release of Student Information

AGTU is committed to protecting the privacy and security of student educational records in compliance with the **Family Educational Rights and Privacy Act (FERPA)**. Under FERPA, students are granted the following rights:

1. **Right to Inspect and Review Records**

Students have the right to access and review their educational records within **five (5) business days** of submitting a written request to the Registrar's Office. The request must specify the record(s) to be reviewed.

2. **Right to Request Amendments**

Students may request amendments to their educational records if they believe the information is inaccurate or misleading. Requests must be submitted in writing to the appropriate university official. If the request is denied, students will be informed of their right to appeal.

3. **Right to Consent to Disclosures**

Students have the right to consent to the disclosure of personally identifiable information in their educational records, except where FERPA permits disclosure without consent.

- o **Exceptions:** Disclosure may occur to school officials with a legitimate educational interest, such as those employed in administrative, academic, or support roles, contractors, or others assisting in fulfilling professional responsibilities.

4. **Directory Information**

Directory information includes details such as a student's name, academic program, student ID, permanent address, university email, dates of attendance, and degrees received. While this information may be disclosed, AGTU does not routinely share it with third parties. Students may request to withhold the release of any or all directory information by notifying the Registrar in writing before the end of the add/drop period each semester.

5. **Non-Directory Information**

Non-directory information includes sensitive data, such as grades, transcripts, GPA, and academic standing. This information is not released without the student's written consent or in response to a valid subpoena.

6. **Authorization for Release of Student Information**

To release personally identifiable information, students must submit a **Student Records Release Form** to the Registrar's Office, specifying the information to be released, the reason, and the individuals or organizations to whom the information will be disclosed.

7. **Restrictions on Transcripts**

Transcripts received by AGTU are for institutional use only and cannot be duplicated, provided to the student, or sent to another institution without proper authorization.

8. **Right to File a Complaint**

Students have the right to file a complaint with the U.S. Department of Education if they believe AGTU has not complied with FERPA. Complaints should be sent to:

- **Family Policy Compliance Office**
U.S. Department of Education
400 Maryland Avenue S.W., Washington, DC 20202-4605

Academic Requirements, Regulation and Students Classification

Governing Catalog

A student's governing catalog is the Academic Catalog in effect at the time of the student's initial admission or subsequent readmission. The governing catalog remains in effect as long as the student does not enroll for one or more academic semesters. If a student breaks enrollment for a semester, they must seek re-admission and comply with the catalog in effect at the time of readmission.

Method of Instruction

AGTU undergraduate and non-degree programs are offered in flexible formats to accommodate diverse learning needs. Programs may follow a **five (5)-week session schedule**, ensuring intensive and focused study opportunities.

- **Program Schedule:**
Undergraduate and non-degree programs may be delivered in **five (5)-week sessions**, providing a structured and efficient timeline for course completion.
 - **Course Scheduling Authority:**
The **Dean of Academic Affairs** retains the authority to schedule courses based on the specific requirements of each class, including the nature of the course content and the contact hours required for effective instruction.
 - **Class Identification:**
Each course is assigned a unique identification number, referred to as the **Class ID**, for administrative and academic purposes.
-

Unit of Credit Definition

American Global Tech University (AGTU) defines a unit of credit based on the semester credit hour system, as outlined by Rule 6E-1.003, F.A.C.

- **Semester Credit Hour:** One semester credit hour represents a minimum of 15 hours of classroom instruction or its equivalent, along with 30 hours of supplementary assignments or independent learning activities. This standard applies to all courses offered at AGTU.
- **Credit Calculation for Distance Education:** For online courses, credit hours are equivalent to the academic effort required for traditional classroom-based courses, including synchronous and asynchronous learning components.

Registration Holds

Students with an active registration hold must resolve the issue before they can:

- Register for classes,
- Make changes to their academic schedule,
- Request transcripts,
- Apply for degree conferral, or complete other academic processes.

Common Registration Holds:

Holds may include, but are not limited to:

- **Student Conduct Hold:** Resulting from disciplinary actions.
- **Missing Document Hold:** Due to incomplete or missing documentation.
- **Financial Hold:** Related to unpaid tuition or fees.
- **Administrative Hold:** Imposed by the university for institutional reasons.

Failure to address registration holds may result in interruptions to academic progress. Students are advised to contact the relevant university office immediately to resolve any active holds.

Maintaining Academic Offerings, Course Programming, and Section Closures

AGTU follows university procedures to manage and maintain its academic offerings, including:

- **Programming of Courses:** Ensuring that courses are scheduled according to institutional guidelines and student demand.
- **Closing Sections:** Implementing closures of course sections as necessary based on enrollment and resource availability.
- **Eliminating Sections:** Removing sections when required to maintain the integrity and efficiency of academic offerings.

Advanced Standing

A student's time to complete their program of study may be shortened through transfer of credit or credit for prior learning. However, the maximum amount of advanced standing credit, regardless of source, cannot exceed 75% of the total program credits required for undergraduate programs.

- **Impact on GPA:** Academic credits awarded through these methods are not calculated in the student's cumulative GPA.

- **Maximum Time to Completion:** These credits are factored into the determination of the maximum allowable time to complete a program, as outlined in the Satisfactory Academic Progress Policy for financial aid purposes.
 - **Exception:** Advanced standing credits do not apply to students enrolled in diploma programs.
-

Student Classification

Classification of Undergraduate Students

By the number of credit hours completed:

- **Full-time:** Students enrolled in 12 or more credits per semester.
- **Three-quarter time:** Students enrolled in 9-11 credits per semester.
- **Half-time:** Students enrolled in 6-8 credits per semester.
- **Less than half-time:** Students enrolled in fewer than 6 credits per semester.

By Credits Leading to a Degree:

- **First-year:** 0 to 30 credits
 - **Second-year:** 31 to 60 credits
 - **Third-year:** 61 to 90 credits
 - **Fourth-year:** 91 to 120 credits.
-

Academic Load

Undergraduate Students:

- A regular full-time undergraduate student is enrolled in **12 or more credits** per semester.
- For an academic load exceeding 12 credits per semester or more than two (2) classes per partial term, students need authorization from the Academic Division Associate Dean.

Graduate Students:

- A regular full-time graduate student is enrolled in **6 or more credits** per semester.
 - For an academic load of more than 6 credits per semester or more than two (2) classes per part of term, authorization from the Academic Division Associate Dean is required.
-

Late Registration

- **Late Registration:** Conducted according to dates specified in the academic calendar.
 - **Registration Deadline:** No student will be permitted to register after the late registration period.
 - **Add/Drop Period:** After this period, all courses become a permanent part of the student's academic record.
-

Graduation Requirements

- Students must complete the required courses for their degree as outlined in the catalog, with a minimum GPA of **2.00** for undergraduate programs and **3.00** for graduate programs.
 - All students, including transfer students, must meet the **25% residency requirement**.
-

Transferability of Institutional Credits to Other Institutions

The transferability of credits earned at AGTU is determined solely at the discretion of the receiving institution. Students are responsible for verifying whether credits completed at AGTU will be accepted by another institution.

Language of Instruction and Live Interactive Online Classes

All AGTU programs are offered exclusively online, with instruction conducted in **English**. Our courses are designed to provide an engaging and dynamic educational experience through **live, interactive sessions** with professors.

Live Online Classes:

- **Real-Time Engagement:** Students participate in live sessions, led by professors in real time, creating an interactive classroom environment, despite the remote format.
- **Interactive Learning:** Live sessions encourage direct interaction between students and professors, fostering immediate questions, discussions, and personalized feedback.
- **Cutting-Edge Technology:** Classes are hosted on a state-of-the-art **Learning Management System (LMS)**, ensuring smooth communication, easy access to resources, and efficient learning experience.
- **Flexible Access:** Although classes are live, recordings are often available to accommodate students who need to revisit content or have scheduling conflicts.

This approach combines the flexibility of online education with the engagement of live, interactive instruction, ensuring that students have a robust and immersive learning experience.

Financial Information

Tuition and Fees

AGTU charges tuition on a per-term basis, with the flexibility of monthly payments for students' convenience. All programs follow a 4- to 5-course load per semester. Below is the cost per credit hour for each program:

- **Associate Programs**
 - Computer Science with Specialization in Artificial Intelligence: \$53.20 per credit hour (60 credit hours required) – Total: \$3,192.00
 - Digital Business: \$53.20 per credit hour (60 credit hours required) – Total: \$3,192.00
- **Bachelor's Programs**
 - Computer Science: \$53.20 per credit hour (120 credit hours required) – Total: \$6,384.00
 - Digital Business: \$53.20 per credit hour (120 credit hours required) – Total: \$6,384.00
- **Master's Programs**
 - Business Administration with Specialization in Digital Business: \$114.00 per credit hour (42 credit hours required) – Total: \$4,788.00
 - Business Administration with Specialization in Sustainability: \$114.00 per credit hour (42 credit hours required) – Total: \$4,788.00
 - Computer Science with Specialization in Artificial Intelligence: \$133.00 per credit hour (36 credit hours required) – Total: \$4,788.00

Additional Fees

- Application Fee: \$75
- Registration Fee: \$25
- Retest Fee: \$40
- Certification Fee: \$50
- Post-Mail Costs: \$150

Financing and Payment Plans

AGTU supports students with flexible financing options through PayPal and credit cards (via Stripe). Payments are made on a monthly basis following the initial payment, and auto-pay deductions are applied to ensure timely payments.

Late Payment Policy: If payment is delayed by more than 45 days, access to the student portal will be suspended, and late fees may be applied. Official transcripts and degree credentials will be withheld until all financial obligations are fulfilled.

Tuition Adjustment Policy

AGTU reserves the right to adjust tuition fees during a student's program in response to significant operational changes, regulatory requirements, or enhancements in educational resources. Any adjustments will be communicated to students at least 60 days prior to implementation.

Tuition and Fee Reduction Policy

American Global Tech University (AGTU) provides opportunities for tuition or fee reductions based on specific eligibility criteria outlined in this policy. The following guidelines apply:

1. **Eligibility Criteria:**
 - Tuition or fee reductions are available to students who meet clearly defined academic, financial, or other merit-based requirements as outlined in individual reduction programs.
 - All students enrolled during the period in which the reduction is offered are eligible to apply under the same conditions.
2. **Application and Selection Process:**
 - Students must submit a formal application, including any supporting documents required by the institution, by the stated deadline.
 - Applications are reviewed by a selection committee, which assesses eligibility based on the established criteria.
 - Decisions are communicated in writing to all applicants, whether approved or denied.
3. **Fair and Equitable Access:**
 - Tuition or fee reductions are not based on the timing or method of payment.
 - All eligible students are given the opportunity to apply under equal terms.
4. **Record-Keeping:**
 - AGTU maintains verifiable records of all reductions, including:
 - Copies of application forms and supporting documents.
 - Minutes and notes from selection committee meetings.
 - Copies of notifications sent to students regarding approval or denial of the reduction.
 - These records are retained for on-site review by the Florida Commission for Independent Education (CIE).
5. **Transparency and Updates:**
 - Reduction policies are published in this catalog and updated regularly to ensure compliance and transparency.

Cancellation, Refund, and Termination Policy

At **American Global Tech University (AGTU)**, we are committed to upholding transparency and compliance with regulatory standards, including **Rule 6E-1.0032** and **Section 6E-2.004(11), F.A.C.** Our Cancellation, Refund, and Termination Policy is designed to provide clarity and fairness to all students, ensuring they understand their rights and responsibilities regarding enrollment cancellation and refund eligibility.

1. Full Refund

All money will be refunded if:

- a. The institution does not accept the applicant, or
- b. The student cancels within seven (7) business days after signing the enrollment agreement and making the initial payment.

2. Partial Refund Before the First Class

If cancellation occurs after seven (7) business days but before the first class, all money will be refunded except for the registration and/or enrollment fee, **not to exceed \$150**.

3. Consideration for Extenuating Circumstances

The institution provides consideration for students who experience the following:

- a. Illness or accident,
- b. Death in the family, or
- c. Other circumstances beyond the student's control.

4. Responsibility for Accrued Balances

A student who withdraws from a program will be responsible for:

- a. Balances accrued for credits taken in each term, and
- b. Payment for courses already started or made available ("taken"), as these will be considered completed.

Student Services Available to All Students

The AGTU catalog provides detailed information about the wide range of services offered to support students' academic and professional development. These services are designed to ensure a high-quality, interactive, and comprehensive learning experience. Key offerings include:

1. Weekly Online Classes with Interactive Discussions

AGTU prioritizes interactive learning by offering immersive virtual classrooms where students can engage with professors and peers. Weekly discussions promote collaborative and enriching learning experiences, encouraging active participation and knowledge sharing.

2. Inclusive Study Materials

All required study materials are included in the course fees, ensuring students have access to essential resources such as e-books, articles, videos, and other learning tools. This approach eliminates additional costs, allowing students to focus entirely on their academic journey.

3. Advanced Learning Management System (LMS)

AGTU has developed a state-of-the-art Learning Management System that integrates various tools and educational technologies into a single platform. This system simplifies navigation and enhances the efficiency of resource usage, providing students with a cohesive and streamlined learning experience.

4. Strategic Partnerships

The university collaborates with renowned organizations, including IBM, Amazon Web Services (AWS), VisEd, and CompTIA. These partnerships ensure that students receive up-to-date, industry-relevant content and opportunities to pursue valuable certifications aligned with market demands.

5. Commitment to a Global Digital Learning Environment

These services are tailored to meet the needs of students in a global and fully online learning environment. By leveraging cutting-edge technologies and fostering strategic alliances, AGTU equips students with the tools and knowledge needed to thrive in their academic and professional pursuits.

This comprehensive suite of services reflects AGTU's dedication to delivering an exceptional educational experience that prepares students for success in a competitive and rapidly evolving digital world. For more details, students are encouraged to consult the AGTU catalog or reach out to the Student Services team.

Student Retention and Academic Advising

AGTU is committed to supporting students throughout their academic journey by implementing effective strategies for student retention and providing comprehensive academic advising services. These initiatives are designed to enhance student engagement, ensure academic success, and promote long-term professional growth.

Student Retention

AGTU employs innovative methods to ensure students remain motivated and successfully complete their programs. Key retention strategies include:

- **Educational Innovation:**
By integrating advanced technologies and modern teaching methodologies, AGTU fosters a dynamic learning environment that keeps students engaged and inspired.
- **Learning Analytics:**
The university uses data-driven tools to monitor student progress, identify potential challenges, and proactively intervene with tailored support to address individual needs.

Academic Advising

AGTU offers a range of academic advising services to guide students in making informed decisions about their education and career paths. These services include:

- **Vocational Guidance:**
Advisors assist students in identifying their skills and interests, helping them select courses and career paths that align with their personal and professional goals.
- **Admissions Support:**
Comprehensive guidance is provided during the enrollment process, including information on admission requirements and assistance with necessary documentation.
- **Exam Preparation:**
Students receive access to resources and study tips designed to help them prepare effectively for key assessments and exams.

These services are an integral part of AGTU's mission to provide a high-quality and supportive learning environment, ensuring that students are equipped to excel in a competitive global marketplace. For more information, students are encouraged to contact the Academic Advising team or refer to the AGTU catalog.

Student Disability Services

American Global Tech University (AGTU) is committed to providing reasonable accommodations for qualified students with disabilities, ensuring that they have an equal opportunity to participate in educational programs and services. AGTU aims to create an inclusive environment for all members of the university community in accordance with applicable laws, including the **Americans with Disabilities Act (ADA)** and **Section 504 of the Rehabilitation Act of 1973**.

The following terms are applied by AGTU in line with federal law and regulations:

- **Disability:** An individual with a disability is someone who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.
- **Qualified Individual with a Disability:** This refers to an individual with a disability who meets the academic and technical standards required for admission or participation in an educational program, with or without reasonable accommodation.
- **Reasonable Accommodation:** Any modification or adjustment that enables a qualified student or applicant with a disability to enjoy equal educational or employment opportunities and fully participate in all programs and activities. These accommodations must specifically address the disability and should not impose an undue burden on the university or alter its programs fundamentally.

AGTU prohibits discrimination based on disability and prohibits retaliation against individuals asserting their rights under this policy.

In compliance with applicable laws, AGTU will provide reasonable accommodation on an individualized, case-by-case basis in a timely manner.

Process to Request Reasonable Accommodations

A student can request **Reasonable Accommodations** at any time, but it is encouraged that requests be submitted **at least two weeks before the start of any academic term**. Once a student has established their eligibility for accommodation, AGTU will provide the appropriate accommodation as quickly as possible; however, some accommodation may take longer to arrange.

Important Notes:

- AGTU is not required to provide personal services such as personal attendants, individually prescribed devices, transportation, or readers/tutors for personal use or study.

If a student is having issues receiving their assigned accommodation(s), they should first **contact their professor(s)** to try to resolve the issue. If no resolution is found, the student should then **contact their campus Director/Chancellor**.

If the issue remains unresolved, the student may file a **complaint** with the university following the grievance process outlined in the **AGTU Academic Catalog**. Complaints can also be filed with the **U.S. Department of Education's Office for Civil Rights** at:

- **Address:** 400 Maryland Avenue, SW, Washington, DC 20202
- **Phone:** (800) 421-3481
- **Website:** [Office for Civil Rights](#)

AGTU is committed to providing prompt and effective resolution for alleged incidents of discrimination or harassment. Retaliation against individuals for requesting or using accommodation, or for filing a complaint with the university or external agency, is strictly prohibited.

Students' Feedback and Complaints

American Global Tech University (AGTU) provides students with the opportunity to give feedback, file complaints, and express grievances in a timely manner without fear of retaliation. The purpose of this policy is to offer students a clear process for addressing concerns and filing complaints.

Student Complaint Procedures

Students may file a complaint within **ten (10) business days** of the first occurrence of the event that gave rise to the complaint or within **ten (10) days** after they reasonably should have had knowledge of the occurrence.

1. **Informal Resolution:**
Students are encouraged to use informal means to resolve concerns before filing a formal complaint, but this is not required.
2. **Formal Complaint:**
If an informal resolution is unsuccessful or the student prefers not to address their concerns informally, the complaint can be submitted in writing or orally to the **Dean of Student Affairs**. The Dean will designate a **Complaint Administrator** to manage the complaint process.
3. **Complaint Content:**
The complaint must include a brief explanation of the facts and allegations, along with any relevant documentation the student wishes to be considered. If the complaint is submitted orally, the **Director of Student Affairs** will create a record of the discussion and request the student to sign it. If the student refuses to sign, this will be documented.
4. **Informal Resolution by Administrator:**
The **Complaint Administrator** may attempt to resolve the complaint informally by meeting with the parties involved, discussing the situation, and seeking a resolution.
5. **Investigation:**
If the complaint cannot be resolved informally, the **Complaint Administrator** will initiate an investigation. The investigation's extent will vary based on the nature of the complaint and circumstances. This may include reviewing submitted documentation, gathering additional evidence, interviewing witnesses, or forming a committee to assess the situation and provide a report.
6. **Findings and Determination:**
Upon completion of the investigation, the **Complaint Administrator** will provide a report with findings and issue a determination. AGTU aims to complete the investigation and issue a written decision within **fifteen (15) business days** from the complaint receipt.
7. **Forwarding Results:**
The **Complaint Administrator** has the right to forward the investigation results to other university officials for appropriate administrative or disciplinary action.
8. **Appeal:**
The decision made by the **Complaint Administrator** is final, and students may appeal the decision according to the **Appeal of University Decision Policy**.

Employment Services and Job Market Availability

American Global Tech University (AGTU) supports students in preparing for their careers through the following initiatives:

- **Career Guidance:** Assistance in identifying opportunities that align with students' skills and interests.
- **Strategic Partnerships:** Collaborations with industry leaders such as IBM and AWS, providing students with certifications and industry-relevant knowledge to enhance employability.

Important: AGTU does not guarantee job placement or employment for its students. Any information provided about market trends or job availability is based on verifiable statistical research and does not constitute a promise of specific outcomes or employment opportunities.

Appealing a University Decision

American Global Tech University (AGTU) provides students the opportunity to appeal a final university decision in a timely manner, without fear of retaliation.

This policy does not apply to matters related to the **Student Code of Conduct**, academic policies (such as grade grievances), or discrimination policies (including Title IX allegations). These issues will be resolved under other applicable university policies.

For the purposes of this policy:

1. **Retaliation:** Adverse action taken against a student for appealing a university decision.
2. **Student:** An individual who is registered, enrolled, or attending a university course, either on campus or online.
3. **University Decision:** The final decision made by a university department regarding a student. Examples of departments include **Financial Aid** or **Student Accounts**. A university decision does not include decisions related to **Student Regulations, academic policies, or discrimination policies**.

University Decision Appeal Process

1. **Exhausting Administrative Channels:**
Students may appeal a **University Decision** only after all relevant campus-based administrative channels have been exhausted. These channels are outlined in the **Academic Catalog and Student Handbook**, under the **Student Complaints Policy** section.
2. **Grounds for Appeal:**
A student may appeal a University Decision based on the following limited grounds:
 - a. **Procedural Irregularity:** The decision-making process was materially affected by a failure to follow the university's own published procedures.
 - b. **Disproportionate Outcome:** The outcome of the decision is disproportionate to the alleged violation(s) of university policy or standards.
 - c. **New Evidence:** New evidence that was not reasonably available or known during the decision-making process.
3. **Appeal Process:**
Students must follow the steps below to file an appeal:

A. Written Appeal:

The written appeal must be a plain, concise, and complete statement containing:

- Documentation that all campus-based administrative channels were exhausted.
- A description of the specific **University Decision** being appealed.

- A statement outlining the background of the case and the basis for the appeal, including relevant facts and documentation.
- An explanation of the grounds for appeal.
- A statement outlining the resolution sought by the student.

B. Submission of Appeal:

The written appeal must be submitted to the **Chancellor** within **ten (10) business days** of receiving the final University Decision. The Chancellor or the Chancellor’s designee will serve as the **Appellate Officer**.

C. Review Process:

The Appellate Officer will review the appeal and may, but is not required to, hold a **virtual or in-person informational meeting** with the student.

D. Decision:

The Appellate Officer will review the evidence and based on the **preponderance of evidence**, will make a determination. The Appellate Officer may:

- Accept, modify, or reject the University Decision,
 - Return the matter to the relevant department for reconsideration.
- The Appellate Officer’s decision is **final**, and no further appeals can be made.

E. Written Determination:

The Appellate Officer will provide a **written determination letter** to the student within **fifteen (15) calendar days** of receiving the appeal.

F. Legal Advice:

The Appellate Officer may seek **legal advice** at any point during the appeal process.

G. Non-Compliance:

If the student fails to comply with the appeal process, the Appellate Officer may dismiss the appeal and uphold the University Decision.

H. Documentation Retention:

All documentation will be retained according to university policy and applicable law.

I. Retaliation Prohibited:

Retaliation against a student for appealing a University Decision is strictly prohibited.

If the appeal is unresolved, students may contact the **Florida Commission for Independent Education** at:

- Phone: **(888) 224-6684**
- Address: **325 W. Gaines St, Suite 1414, Tallahassee, FL 32399.**

Student Regulations and Code of Conduct

American Global Tech University (AGTU) Student Regulations Manual outlines the rights and responsibilities of students, as well as the rules that govern order, safety, and healthy coexistence within the AGTU student community.

AGTU is committed to fostering a vibrant university community and creating a learning environment conducive to academic inquiry and discourse, free from intimidation. The university is dedicated to an educational process that balances the interests of individual students with those of the university community. The student conduct process, as described in this manual, is not meant to punish students but to protect the community's interests and address behavior that does not align with established policies. Sanctions aim to challenge students' moral and ethical decision-making and encourage them to bring their behavior in line with community expectations.

Scope of the Regulations

These regulations apply to behaviors that occur on campus, during study abroad programs, or at university-sponsored events, programs, or activities, including clinical and internship sites. While AGTU has a primary duty to supervise student behavior on its premises, it reserves the right to take disciplinary action for behavior off-campus or online that negatively affects the university and its objectives.

Online Behavior and Electronic Communication

These regulations can also apply to online behavior, via email or other electronic mediums. However, online speech that does not involve AGTU networks or technology typically will not be subject to these regulations, except in two cases:

1. **Threats:** Defined as statements a reasonable person would interpret as a serious intent to inflict harm on a specific individual(s).
2. **Disruption:** Online or electronic speech that significantly disrupts university operations or the educational mission.

Guest Accountability

These regulations also apply to the guests of AGTU students. Hosts will be held accountable for their guests' misconduct or violations of these regulations.

Student Responsibility

Each student is responsible for becoming familiar with and adhering to these regulations. The university reserves the right to make changes to these regulations as necessary. Once changes are posted online, they are effective immediately. Students will be notified in writing of any substantive changes to these regulations.

Reporting Violations

All members of the university community are encouraged to report suspected violations of the regulations or any other risks to the community using established reporting procedures. University employees, unless prohibited by law or policy, are required to report possible violations.

Student Code of Conduct

The **Student Code of Conduct** is designed to maintain appropriate discipline for students who interfere with or obstruct the orderly conduct, processes, and functions of the university. While similar to legal systems, the code is educational in nature and is not governed by criminal or civil restrictions. The code is broad and not intended to define misconduct exhaustively. University officials are empowered to take immediate action when necessary.

Authority

The authority for student discipline ultimately resides with the **Chancellor**. The Chancellor delegates this authority to the **Dean of Student Affairs**, who may further delegate student discipline authority to designated campus staff, as deemed appropriate.

Definitions:

Assigned Official Conduct: For students: The Director of Retention or their designer.

Preponderance of Evidence: This is the standard of proof used in student conduct proceedings. It means that it is more likely than not (with over 50% certainty) that the violation occurred.

Student:

- Includes all individuals enrolled in online courses offered by the university.
- Covers those with a continuing relationship with the university, including those between enrollment periods or before their first enrollment.
- Includes transient students from other institutions taking courses at AGTU.

Campus: Refers to all areas owned, leased, or under the control of AGTU, including digital platforms and online resources used for teaching and academic activities.

Violations of Local, State, and Federal Law:

- Students may be accountable to both law enforcement authorities and the University for the same acts.
 - University disciplinary actions are independent of criminal proceedings and do not constitute double jeopardy.
 - The University will honor Personal Protection Orders submitted to its Director of Operations, Compliance, and Safety at AGTU.
 - Students have the right to file complaints with the Attorney General if restrooms and changing facilities fail to meet specific state standards (Sections 553.865(4) and (5), F.S.).
-

Disciplinary Proceedings and Standard of Proof:

- Disciplinary proceedings follow the Code and are conducted fairly and expediently.
 - Formal rules of evidence (as used in courts) do not apply.
 - Students will receive written notifications of all steps and outcomes.
 - Deviations from procedures do not invalidate proceedings unless they result in significant prejudice.
-

Academic Integrity and Title IX:

- **Academic Integrity:**
 - Allegations are addressed through student conduct procedures.
 - Penalties for academic dishonesty are determined by the professor and may include:
 - Loss of credit for an assignment.
 - Reduction in the course grade.
 - Failing the course.
 - Retaking assignments or other appropriate actions as determined by the faculty.
- **Title IX:**
 - Alleged violations of the Sexual Misconduct policy are governed by the University's specific Title IX policy.

Prohibited Conduct

The University may impose discipline for a violation of, or an attempt to violate, any University policies or regulations. Violations or attempted violations include, but are not limited to, the following types of misconduct:

- a. Forms of dishonesty not covered under the Academic Integrity Policy, including but not limited to fabricating information, inappropriate use of Artificial Intelligence (AI), or knowingly furnishing false information or reporting a false emergency to University officials acting in the performance of their duties;
- b. Theft of, damage to, or destruction of, any University property or property of others while on University premises;
- c. Unauthorized possession of University property;
- d. Dressing in a manner that is not conducive to health, welfare, and safety;
- e. Publicly exposing one's intimate body parts, public urination, defecation, and public sex acts;
- f. Possession, use, sale, barter, exchange, gift, distribution, or other transaction of any illegal drugs;
- g. Possession or use of explosives, fireworks, chemical agents, or deadly weapons;
- h. Illegal gambling;
- i. Use of offensive language, disrespectful language, insults, threats of aggression, or attempted assault to University officials, students, or guests;

- j. Failure to comply when given reasonable directives by a University official or law enforcement officer during the performance of their duties;
- k. Unauthorized use of the University name, logo, or other branded insignia;
- l. Unauthorized entry or occupancy of University facilities;
- m. Distributing or publishing informational material without the written authorization of the appropriate University official;
- n. Conduct that interferes with University teaching activities and operations;
- o. Forgery, alteration, or misuse of any University document, record, key, electronic device, identification, or authorized signature;
- p. Theft or other abuse of computing facilities or computer time, including but not limited to:
 - 1. Unauthorized entry into a file to use, read, or change the contents or any other purpose.
 - 2. Unauthorized transfer of a file.
 - 3. Unauthorized use of another individual's identification or password.
 - 4. Use of computing facilities to interfere with the work of another student, faculty member, or University official.
 - 5. Use of computing facilities to interfere with a university computing system, or other violations of Information Technology policies and related policies; or
 - 6. Use of University technology, including, but not limited to, computers, networks, and wireless internet, to access materials disruptive to the learning environment, including sexually explicit or violent content;
- q. Disorderly or lewd conduct;
- r. Participation in a disturbance of the peace or unlawful assembly;
- s. Disobedience or violation of the conditions of probation and/or sanctions imposed in accordance with the procedures established by this Code;
- t. Misuse of University information technology resources;
- u. Unauthorized commercial solicitation on University property;
- v. Failure to respect the privacy of any member of the University community;
- w. Intentional or unintentional acts that cause or can be reasonably expected to cause harm to an individual or group that could or does result in injury to an individual or group;
- x. Discrimination: Any act that conflicts with the University's established non-discrimination policies or that limits or denies the ability of any person or persons to participate in or benefit from educational programs or activities based upon an individual or group's actual or perceived status;
- y. Harassment: Subjecting another person or group to uninvited or unwelcome behaviors that are abusive, threatening, intimidating, or humiliating;
- z. Sexual Misconduct: Conduct of a sexual nature or based on sex or gender that is non-consensual or has the effect of threatening, intimidating, or coercing a person (alleged violations of the University's Title IX-Sexual Misconduct policy will be governed and resolved under that specific policy). AGTU prohibits the following specific conduct:
 - i. Dating Violence includes violence by a person in a social relationship of a romantic or intimate nature with the victim.
 - ii. Domestic Violence includes violence committed by a current or former spouse or intimate partner of the victim, a cohabitant, or others specified by law.

- iii. Sexual Assault is defined as sexual contact without consent, including penetration, sexual touching, or requiring another to perform such acts.
- iv. Sexual Harassment includes unwelcome sexual advances or conduct of a sexual nature that interferes with an individual's academic or living environment.
- v. Stalking is engaging in conduct that causes fear for safety or substantial emotional distress.
- vi. Sexual Exploitation involves taking non-consensual or abusive sexual advantage of another for one's own benefit.

Student Disciplinary Appeal Committee

Students found responsible for violating the Code may appeal to the **Student Disciplinary Appeal Committee** (the "Committee"). The Committee's composition will include, at a minimum: two (2) faculty members, two (2) administrative staff members, and one (1) student, and it will be chaired by the Campus Director or their designee.

A letter of appeal must be submitted to the Committee within ten (10) business days of receipt of the resolution letter from the assigned Conduct Official. The written appeal must specify grounds that would justify consideration. General dissatisfaction with the outcome of the student conduct proceedings or appeals for mercy are not appropriate grounds for an appeal. The Committee will only consider appeals based on at least one of the following criteria:

- a. **Significant Procedural Error** – When a student can demonstrate that a procedural error occurred that was significantly prejudicial to the outcome of the proceeding.
- b. **Significant Substantive Error** – When a student can demonstrate that the evidence presented at the hearing was insufficient to justify the decision reached, or if the sanction(s) imposed is (are) unreasonably harsh given the circumstances of the case.
- c. **New Evidence** – When a student can demonstrate that information not available or known to exist at the time of the hearing has arisen which, when considered, may materially affect the outcome of the proceeding.

The Committee will review the appeal and may, by majority vote:

- a. Alter, amend, and/or overturn the disciplinary action;
- b. Schedule a rehearing; or
- c. Uphold the assigned Conduct Official's determination and sanction.

The Chair of the Committee will prepare a formal letter detailing the Committee's determination. The Committee should strive to complete its process within 25 business days.

The decision of the Committee may be appealed to by the student in writing within twenty (20) calendar days of notification of the decision to the **Dean of Student Affairs**. The Dean of Student Affairs will review the appeal and decide within 15 calendar days. A formal letter will be sent to the student.

The student may further appeal the decision through the **Appeal to University Decision Policy**.

General Provisions

The course numbering system at AGTU is designed to categorize courses based on program level and sequence:

- **First Digit:** Indicates the level of the program:
 - Courses in Associate's degree programs begin with digits **1–2**.
 - Bachelor's degree courses are identified with digits **3–4**.
 - Master's degree-level courses start with digit **5**.
- **Second and Third Digits:** Represent the sequence of courses within the program, indicating their position in the curriculum.

Additionally, the **Course Prefix** identifies the subject area or academic discipline of each course. This prefix, combined with the course number, serves as a unique identifier for every course offered. Examples include:

- **ENG:** English
- **MATH:** Mathematics
- **BUSI:** Business
- **ITEC:** Information Technology

This system provides clarity and consistency, allowing students and staff to efficiently navigate the course catalog.

False Information

Candidates submitting false information to attain admission will be immediately disqualified. If it is discovered after admission that a student furnished false information, they will be subject to appropriate disciplinary measures, including cancellation of enrollment and forfeiture of completed credits.

Course Numbering System

AGTU employs a standardized course numbering system to provide clear identification of the level, discipline, and sequence of each course. This system complies with Section 1007.24(7), F.S., and State Board of Education rules, ensuring consistency and transparency for students and faculty. The structure of the course numbering system is as follows:

1. Prefix

The prefix consists of two to four letters identifying the discipline or subject area of the course. Examples include:

- **CS:** Computer Science
- **BUSI:** Business
- **ENG:** English
- **ITEC:** Information Technology

2. Course Number

A four-digit number that represents the course level and sequence:

- **100–199:** Introductory (First Year)
- **200–299:** Intermediate (Second Year)
- **300–399:** Advanced (Third Year)
- **400–499:** Senior (Fourth Year)
- **500–599:** Master’s Level

The last two digits of the number indicate the specific sequence or focus within the discipline.

3. Suffix (if applicable)

Certain courses may include a suffix to denote additional attributes or requirements, such as:

- **H:** Honors course.
- **C:** Capstone course.

Examples of Course Numbers:

MATH-101: Mathematics (Introductory course)

PMAN-101: Project Management 1 (Introductory course)

BUSI-107: Digital Business History (Introductory course)

Students’ Responsibility

Students are responsible for knowing and complying with all academic and institutional norms or policies. The Institution will not accept ignorance of a norm or policy as a valid excuse for noncompliance.

Institution’s Responsibility

AGTU does not exclude participation, deny benefits, or discriminate against any person based on race, sex, color, birth, social origin, condition, physical disability, or political, religious, social, or syndicate ideology.

Reserved Rights

To safeguard its goals and objectives, AGTU reserves the right to admit, readmit, or enroll any student in any semester or class. Similarly, the Institution reserves the right to suspend students temporarily, partially, or permanently, before a hearing, in accordance with the **Student Regulations Manual**.

FERPA

AGTU complies with the Family Educational Rights and Privacy Act (FERPA) of 1974, protecting the privacy of academic records and establishing students' rights to inspect and review their records.

Law 186 (For U.S. Citizens and Residents)

AGTU complies with Law 186 of September 1, 2006, which prohibits the use of Social Security numbers as student identification in public or private educational records or documents.

Anti-Hazing Policy

AGTU prohibits hazing, as defined in the **Student Regulations Manual**, which includes actions endangering mental or physical health or encouraging illegal or inappropriate conduct for initiation, admission, or continued membership in a recognized group. Hazing is considered prohibited conduct and will be adjudicated through the student conduct process.

Change of Name and/or Address

Students must notify the Registrar's Office of any name or Social Security information changes. Address updates (postal and physical) must be made through the Student Portal. Documentation must be presented for Social Security updates.

Distance Education

Distance Education refers to planned learning occurring in a different location from the teaching site, using special course design techniques and communication technologies (Florida Commission for Independent Education, 6E-1.003, F.A.C.).

AGTU offers Distance Education through a **Learning Management System (LMS)**, providing an interactive, dynamic, 24/7 learning environment for a diverse and geographically dispersed student population. Distance Education at AGTU facilitates learning without limitations of location, occupation, or schedules, using synchronous and asynchronous teaching methodologies.

AGTU ensures high-quality education and administrative services for online students, overcoming geographic barriers and enhancing communication.

Student Orientation

Students enrolled in online programs or courses must attend a mandatory orientation before starting classes. The orientation provides training on LMS use, including:

1. **Course Login/Navigation:** Accessing the LMS, content modules, and supplementary files.
2. **Course Tools:** Using discussion forums, submitting assignments, sending emails, participating in chats, using whiteboards, and checking grades.

3. **Academic Resources:** Accessing the online library, online tutoring and Academic Integrity Norms.

Supported Browsers and Device Requirements

To ensure a seamless experience with the ViSEd educational platform, the following system and device requirements are recommended:

Operating System Requirements

- **Minimum Requirements:**
 - Windows 7 or higher
 - macOS 10.6 or higher

Browser Requirements

The following browsers are supported for accessing ViSEd:

- **Google Chrome:** Versions 102 and above
- **Mozilla Firefox:** Versions 100 and above
- **Microsoft Edge:** Versions 101 and above
- **Safari:** Versions 14 and above (Macintosh only; functional but not recommended)

Device Requirements

- **Recommended Devices:** A laptop or desktop computer is strongly recommended for optimal performance and accessibility to all ViSEd features.
- **Not Recommended:** Tablets (e.g., iPads) and mobile devices (e.g., iPhones, Android phones) should not be relied upon as the primary means of accessing ViSEd, as some features may have limited functionality on these devices.

These guidelines ensure users can fully leverage the capabilities of ViSEd while maintaining compatibility, functionality, and security.

Academic Divisions

Computer Science Program Listing

The **Computer Science Program** offers a variety of academic paths tailored to emerging fields in technology. These programs are available at the Associate, Bachelor's, and Master's degree levels, providing students with specialized knowledge and practical skills to succeed in the modern workforce.

Programs Offered

Associate degrees

- Computer Science with a Specialization in Artificial Intelligence (Associate in Artificial Intelligence)
- Computer Science with a Specialization in Cloud Computing (Associate in Cloud Computing)
- Computer Science with a Specialization in Cybersecurity (Associate in Cyber Security)
- Science in Data Science

Bachelor's Degree

- Computer Science (Bachelors in Computer Science)

Master's Degrees

- Computer Science with a Specialization in Artificial Intelligence (Masters in Artificial Intelligence)
- Computer Science with a Specialization in Cloud Computing (Masters in Cloud Computing)
- Computer Science with a Specialization in Cybersecurity (Masters in Cyber Security)

Associate in Science: Computer Science with Specialization in Artificial Intelligence -
(Associate in Artificial Intelligence)

Credits Required: 60

Program Description: The Associate in Computer Science with a Specialization in Artificial Intelligence is designed to provide foundational knowledge for students entering the field of artificial intelligence or pursuing further education in a bachelor's program. This fully online degree equips students with skills to identify, analyze, process, and create AI systems across various industries. The program incorporates preparation for relevant industry certifications such as CompTIA, Amazon Web Services, and VMware, integrated into the degree curriculum.

Program Outcomes: Upon completion of the program, students will be able to:

1. Locate and review algorithms and techniques used with artificial intelligence.
2. Evaluate policies on the use of Artificial Intelligence technologies.
3. Identify and list areas where Artificial Intelligence can be applied.
4. Research and analyze existing AI systems for productivity and practicality.
5. Understand the components of a business plan that integrates Artificial Intelligence systems.

Course Number	Course Title	Credits
MATH-101	Mathematics	3
PMAN-101	Project Management 1	3
LINU-101	Linux 1	3
CNET-101	Computer Network 1	3
GENK-101	English Grammar	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
PHIL-101	Philosophy and Ethics	3
LINU-102	Linux 2	3
PMAN-102	Project Management 2	3
ITEC-102	Information Technology 2	3
CNET-102	Computer Network 2	3
BUSI-108	Digital Transformation	3
SPCT-396	Special Topics 6	3
AINT-102	Artificial Intelligence Engineering	3
AINT-103	Artificial Intelligence Applications	3
AINT-104	Artificial Intelligence Applications Development	3
AINT-105	AWS Machine Learning Certification	3
TOTAL:		60

Associate in Science Computer Science with Specialization in Cloud Computing - (Associate in Cloud Computing)

Credits Required: 60

Program Description: The Associate in Computer Science with a Specialization in Cloud Computing (Associate in Cloud Computing) provides students with foundational knowledge to enter the field of cloud computing or to continue their studies toward a bachelor's degree. This online degree focuses on equipping students with skills to identify, analyze, process, and create cloud-based systems applicable across various industries. The program also prepares students for industry certifications such as CompTIA, Amazon Web Services, and VMware, which are integrated into the curriculum.

Program Outcomes Upon completion of the program, students will be able to:

1. Create, install, and maintain cloud-based networks.
2. Describe fundamental network concepts.
3. Demonstrate the use of hardware following best practices.
4. Develop policies to implement network security systems.
5. Configure network services to align with specific intended uses.
6. Describe the history and evolution of cloud-based networks.

Course Number	Course Title	Credit
MATH-101	Mathematics	3
PMAN-101	Project Management 1	3
LINU-101	Linux 1	3
ITEC-101	Information Technology 1	3
CNET-101	Computer Network 1	3
GENK-101	English Grammar	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-106	Digital Business History	3
PHIL-101	Philosophy and Ethics	3
LINU-102	Linux 2	3
PMAN-102	Project Management 2	3
ITEC-102	Information Technology 2	3
CNET-102	Computer Network 2	3
BUSI-108	Digital Transformation	3
BUSI-105	Entrepreneurship	3
CLOU-102	Cloud Administration	3
CLOU-103	Cloud Architecture	3
CLOU-104	Cloud Operations	3
CLOU-105	Cloud Development	3
Total		60

Associate in Computer Science with Specialization in Cyber Security - (Associate in Cybersecurity)

Credits Required: 60

Program Description: The Associate in Computer Science with a Specialization in Cyber Security (Associate in Cybersecurity) provides foundational knowledge for students to either enter the field of cybersecurity or to pursue further education through a bachelor's degree. This online program equips students with the skills needed to identify, analyze, process, and resolve threats to IT system security across diverse industries. The curriculum includes preparation for industry certifications such as CompTIA, Amazon Web Services, and VMware, which are integrated into the program.

Program Outcomes: Upon completion of the program, students will be able to:

1. Identify threats to information technology systems.
2. Develop security policies to safeguard sensitive data.
3. Research information to review and understand security trends.
4. Formulate preventative policies to mitigate security threats or breaches.
5. Demonstrate problem-solving skills to address identified security challenges.

Course Number	Course Title	Credit
MATH-101	Mathematics	3
PMAN-101	Project Management 1	3
LINU-101	Linux 1	3
ITEC-101	Information Technology 1	3
CNET-101	Computer Network 1	3
GENK-101	English Grammar	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-106	Introduction to Business	3
PHIL-101	Philosophy and Ethics	3
LINU-102	Linux 2	3
PMAN-102	Project Management 2	3
ITEC-102	Information Technology 2	3
CNET-102	Computer Network 2	3
BUSI-108	Digital Transformation	3
SECU-101	Cyber Security	3
SECU-101	Cyber Attack 1	3
SECU-101	Cyber Attack 2	3
SECU-101	Advanced Security 1	3
SECU-101	Advanced Security 2	3
TOTAL:		60

Associate in Science: Data Science

Credits Required: 60

Program Description: The Associate of Data Science degree program provides students with a balanced curriculum that builds foundational skills across data science, business, technology, and communication. This interdisciplinary program is designed to equip students with both the technical competencies and the practical, analytical skills required to thrive in the data science field or pursue further studies.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Hands-on Coding:** Practice Python and R to solve data challenges.
2. **Real-World Projects:** Apply data science skills in analysis and visualization.
3. **Case Studies & Ethics:** Solve industry problems while ensuring ethical compliance.
4. **Team Collaboration:** Enhance teamwork and communication through workshops.
5. **Certification Prep:** Develop expertise for industry certifications with expert insights.

Course	Title	Credits
BUSI-108	Digital Transformation	3
GENK-101	English Grammar	3
MATH-101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
PHIL-101	Philosophy and Ethics	3
ENG-102	English Composition	3
ENG-103	Communication	3
CNET-101	Computer Network 1	3
LINU-101	Linux 1	3
ITEC-101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN-101	Project Management 1	3
PMAN-102	Project Management 2	3
LINU-102	Linux 2	3
DATA-101	Introduction to Data Science	3

DATA-166	Data Science: Programming with Python	3
DATA-104	Data Science Productivity	3
AINT-101	Data Platform Engineering	3
SPCT-397	Special Topic 7	3
TOTAL:		60

Bachelor in Computer Science - (Bachelors in Computer Science).

Credits Required: 120

Program Description: The Bachelor in Computer Science prepares students with foundational and advanced knowledge in cybersecurity and cloud computing. This degree program equips students to pursue professional-level certifications such as those offered by CompTIA, Amazon Web Services, and VMware, enhancing their competitiveness in the information technology field. The curriculum includes a blend of video classes, reading materials, exams, and optional writing projects and labs. Students may transfer applicable credits from other accredited institutions.

Program Outcomes: Upon completion of the program, students will be able to:

1. Discuss the advantages of obtaining professional-level IT certifications.
2. Identify and analyze various security threats.
3. Develop comprehensive business plans.
4. Formulate policies to address and mitigate corporate security concerns.
5. Design and implement plans for successful technological environments.
6. Navigate and manage cloud-based systems effectively.

Course Number	Course Title	Credit
MATH-101	Mathematics	3
PMAN-101	Project Management 1	3
LINU-101	Linux 1	3
ITEC-101	Information Technology 1	3
CNET-101	Computer Network 1	3
GENK-101	English Grammar	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-106	Introduction to Business	3
PHIL-101	Philosophy and Ethics	3
LINU-102	Linux 2	3
PMAN-102	Project Management 2	3
ITEC-102	Information Technology 2	3
CNET-102	Computer Network 2	3
BUSI-108	Digital Transformation	3
DATA-166	Data Science: Programming with Python	3
CLOU-102	Cloud Administration	3
CLOU-103	Cloud Architecture	3
CLOU-104	Cloud Operations	3
CLOU-105	Cloud Development	3

SECU-101	Cyber Security	3
SECU-102	Cyber Attack 1	3
SECU-103	Cyber Attack 2	3
SECU-104	Advanced Security 1	3
SECU-105	Advanced Security 2	3
AINT-101	Data Platform Engineering	3
AINT-102	Artificial Intelligence Engineering	3
AINT-103	Artificial Intelligence Applications	3
AINT-104	Artificial Intelligence Application Development	3
AINT-105	AWS Machine Learning Certification	3
BUSI-101	E-Business	3
BUSI-102	Digital Marketing	3
DATA-988	Data Science Productivity	3
SSKI-102	Introduction to Data Science	3
BUSI-301	Business Plan	3
BUSI-104	Business Management	3
BUSI-105	Entrepreneurship	3
SPCT-396	Special Topics 6	3
SPCT-397	Special Topics 7	3
BUSI-401	Lean Start Up	3
TOTAL		120

Master in Computer Science with Specialization in Artificial Intelligence - (Masters in Artificial Intelligence)

Credits Required: 42

Program Description: The Master in Computer Science with a Specialization in Artificial Intelligence (Masters in Artificial Intelligence) is a two-year graduate program designed to equip students with advanced knowledge and skills to leverage artificial intelligence (AI) for business productivity. The program emphasizes creating and implementing AI-driven business models and operational strategies for both new and existing business environments.

Program Outcomes: Upon completion of the program, students will be able to:

1. Understand the key representations, algorithms, and techniques used in artificial intelligence.
2. Develop and implement policies for the ethical and effective use of AI technologies.
3. Identify and explore potential areas of AI application across industries.
4. Evaluate and optimize existing AI systems for enhanced productivity and practicality.
5. Design and implement a business plan integrating artificial intelligence systems.

Computer Science with specialization in Artificial Intelligence		
Course	Course Title	Credit
MIT-501	Information Technology Advanced	3
MIT-502	Project Management – Advanced	3
MIT-507	E-Business	3
MIT-508	Data Platform Engineering	3
MIT-504	Computer Network - Advanced	3
MIT-513	Cybersecurity	3
MIT-505	Cloud Computer - Advanced	3
MIT-500	Artificial Intelligence	3
MIT-509	Artificial Intelligence Engineering	3
MIT-510	Artificial Intelligence Applications	3
MIT-511	Artificial Intelligence Development	3
MIT-512	Artificial Intelligence Advanced	3
TOTAL:		36
Course Number	Course Title Thesis	Credit
MGE-501	Techniques of Scientific Research and Methodology	3
MGE-502	Thesis	3

TOTAL:	42
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Course Number	Course Title	Credit
MIT-501	Information Technology Advanced	3
MIT-502	Project Management – Advanced	3
MIT-504	Computer Network – Advanced	3
MIT-505	Cloud Computer - Advanced	3
MIT-507	E- Business	3
MIT-508	Data Platform Engineering	3
MIT-509	Artificial Intelligence Engineering	3
MIT-510	Artificial Intelligence Applications	3
MIT-511	Artificial Intelligence Development	3
MIT-510	Artificial Intelligence Applications	3
MIT-512	Artificial Intelligence Advanced	3
MIT-513	Cybersecurity	3
TOTAL:		36

Master in Computer Science with Specialization in Cloud Computing - (Masters in Cloud Computing)

Credits Required: 42

Program Description: The Master of Science in Computer Science with a Specialization in Cloud Computing (Masters in Cloud Computing) is a two-year graduate program designed to equip students with the skills and knowledge to create, implement, and optimize cloud-based systems to enhance business productivity. The program focuses on the development of cloud systems and their strategic integration into new and existing business models. Students will gain expertise in designing cloud-based solutions, policy creation, and practical application to address the needs of a rapidly evolving technological landscape.

Program Outcomes: Upon completion of the program, students will be able to:

1. Understand the representations, algorithms, and techniques used in cloud-based systems.
2. Develop and implement policies for the efficient and secure use of cloud-based systems.
3. Identify and explore areas where cloud-based systems can be applied.
4. Evaluate the productivity and practicality of existing cloud systems.
5. Design and execute a comprehensive business plan incorporating a cloud-based system.

Science with specialization in Cloud Computing		
Course	Course Title	Credit
MIT-501	Information Technology Advanced	3
MIT-502	Project Management – Advanced	3
MIT-507	E-Business	3
MIT-508	Data Platform Engineering	3
MIT-504	Computer Network - Advanced	3
MIT-513	Cybersecurity	3
MIT-505	Cloud Computer - Advanced	3
MIT-500	Artificial Intelligence	3
MIT-522	Cloud Development	3
MIT-520	Cloud Architecture	3
MIT-521	Cloud Operations	3
MIT-518	Cloud Computing System Administration	3
TOTAL:		36
Course Number	Course Title Thesis	Credit
MGE-501	Techniques of Scientific Research and Methodology	3
MGE-502	Thesis	3
TOTAL:		42

Master in Computer Science with Specialization in Cybersecurity - (Masters in Cyber Security)

Credits Required: 42

Program Description: The Master in Computer Science with a Specialization in Cyber Security (Masters in Cyber Security) is a two-year graduate-level program designed to equip students with advanced knowledge and skills in developing and implementing cybersecurity strategies. This program focuses on creating robust cybersecurity plans, best practices for risk reduction, and strategies for mitigating the impacts of cyberattacks.

Program Outcomes: Upon completion of the program, students will be able to:

1. Understand the representations, algorithms, and techniques used in cyberattack prevention.
2. Develop and implement policies to prevent cyberattacks.
3. Identify and assess risks associated with cyberattacks.
4. Evaluate and optimize existing systems to mitigate cyberattack risks.
5. Create a comprehensive business plan incorporating an effective cybersecurity process.

Science with specialization in Cybersecurity		
Course	Course Title	Credit
MIT-501	Information Technology Advanced	3
MIT-502	Project Management – Advanced	3
MIT-507	E-Business	3
MIT-508	Data Platform Engineering	3
MIT-504	Computer Network - Advanced	3
MIT-513	Cybersecurity	3
MIT-505	Cloud Computer - Advanced	3
MIT-500	Artificial Intelligence	3
MIT-514	Cyber Attack	3
MIT-515	Cyber Analysis	3
MIT-516	Advanced Security	3
MIT-517	Security Software Development	3
TOTAL:		36
Course	Course Title Thesis	Credit
MGE-501	Techniques of Scientific Research and Methodology	3
MGE-502	Thesis	3
TOTAL:		42

Academic Divisions

Business Program Listing

The Business Program offers a variety of academic paths designed to prepare students for leadership and innovation in the evolving global marketplace. These programs are available at the Associate, Bachelor's, and Master's degree levels, equipping students with both foundational knowledge and advanced expertise to excel in the business world.

Programs Offered

Associate Degrees

- Science in Digital Business
- Science Human Resources
- Science in Marketing and Sales
- Science in Sustainability
- Accounting and Finance

Bachelor's Degree

- Digital Business (Bachelors in Digital Business)

Master's Degrees

- Business Administration with a Specialization in Digital Business (Master of Business Administration in Digital Business)
- Business Administration with a Specialization in Sustainability (Masters of Business Administration in Sustainability)

Associate in Digital Business

Credits Required: 60

Program Description: The Associate in Digital Business (Associate Digital Business) introduces students to the evolution of digital business, equipping them to adapt to the rapidly changing digital environment. This program covers business history and philosophy, digital business models, problem-solving, and innovative management strategies in technology-driven contexts.

Throughout the program, students explore core principles of business management, global digital transformation, project management strategies, and business ethics. They also gain insights into financial management, the economics process, and Environmental, Social, and Governance (ESG) concepts. The integration of information technology fosters essential skills for thriving in a technology-oriented business environment.

Program Outcomes: Upon completion of the program, students will be able to:

1. Identify the fundamentals of business within a digital environment.
2. Discuss the history and evolution of business practices.
3. Analyze and evaluate various business philosophies.
4. Review and compare technology-driven business models.
5. Summarize strategies to ensure productivity in a technology-driven environment.

Course Number	Course Title	Credit
BUSI-108	Digital Transformation	3
SPCT-395	Special Topics 5	3
MATH-101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
GENK-101	English Grammar	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
PHIL-101	Philosophy and Ethics	3
PMAN-101	Project Management 1	3
PMAN-102	Project Management 2	3
ITEC-101	Information Technology 1	3
ITEC-102	Information Technology 2	3
SSKI-103	Creative Problem Solving	3
BUSI-101	E-Business	3
BUSI-102	Digital Marketing	3
BUSI-401	Lean Startup	3
BUSI-301	Business Plan	3
BUSI-104	Business Management	3
TOTAL:		60

Associate in Science: Human Resources

Credits Required: 60

Program Description: The Associate of Science in Human Resources equips students with essential skills to navigate and influence organizational dynamics, promoting innovation, employee well-being, and sustainable growth. The program emphasizes foundational concepts such as design thinking, leadership, and emotional intelligence, enabling students to address complex workplace challenges and lead effectively. By integrating organizational behavior studies and strategies for personal and professional fulfillment, students develop a holistic understanding of creating balanced and thriving work environments.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Apply HR Principles:** Optimize workforce performance and streamline processes.
2. **Develop Leadership:** Strengthen leadership and emotional intelligence for team management.
3. **Use Design Thinking:** Solve complex business challenges with innovative strategies.
4. **Improve Workplace Dynamics:** Enhance team interactions and resolve conflicts.
5. **Balance Growth & Well-being:** Foster career success and personal fulfillment.

Course Number	Course Title	Credit
BUSI-108	Digital Transformation	3
GENK-101	English Grammar	3
MATH-101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
PHIL-101	Philosophy and Ethics	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
ITEC-101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN-101	Project Management 1	3
PMAN-102	Project Management 2	3
SSKI-103	Creative Problem Solving	3
BUSI-103	Sales	3
BUSI-109	Data Analytics for Marketing and Sales	3
BUSI-110	Advanced Sales Techniques	3
BUSI-111	Branding Strategies and Consumer Insights	3
SPCT-395	Special Topics 5	3
SPCT-396	Special Topics 6	3
TOTAL:		60

Associate Science in Marketing and Sales

Credits Required: 60

Program Description: The Associate of Science in Marketing and Sales program equips students with foundational knowledge in marketing principles, consumer behavior, sales strategies, and digital marketing. Through a blend of theory and practical applications, students develop skills in market research, branding, advertising, and customer relationship management. This program prepares graduates for entry-level roles in marketing, sales, and business development or further studies in related fields.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Create Marketing Plans:** Develop strategies based on market research.
2. **Execute Sales Techniques:** Apply effective sales strategies to drive growth.
3. **Utilize Digital Marketing:** Leverage online tools for brand visibility.
4. **Analyze Market Trends:** Interpret data for informed decisions.
5. **Manage Customer Relations:** Enhance retention and satisfaction.

Course Number	Course Title	Credit
BUSI-108	Digital Transformation	3
GENK- 101	English Grammar	3
MATH- 101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
PHIL-101	Philosophy and Ethics	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
ITEC-101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN- 101	Project Management 1	3
PMAN -102	Project Management 2	3
SSKI-103	Creative Problem Solving	3
BUSI-103	Sales	3
BUSI-109	Data Analytics for Marketing and Sales	3
BUSI-110	Advanced Sales Techniques	3
BUSI-111	Branding Strategies and Consumer Insights	3
SPCT-395	Special Topics 5	3
SPCT-396	Special Topics 6	3
TOTAL:		60

Associate in Sustainability

Credits Required: 60

Program Description: The Associate of Science in Sustainability program provides students with a comprehensive understanding of environmental stewardship, sustainable practices, and resource management. Through an interdisciplinary approach, students will explore topics such as renewable energy, environmental policy, corporate sustainability, and ecological conservation. This program prepares graduates for entry-level roles in sustainability-focused industries or further education in environmental science and sustainability-related fields.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Apply Sustainable Practices:** Implement eco-friendly solutions in various industries.
2. **Analyze Environmental Impact:** Assess sustainability challenges using data-driven approaches.
3. **Understand Renewable Resources:** Evaluate and promote alternative energy solutions.
4. **Interpret Sustainability Policies:** Navigate environmental laws and corporate regulations.
5. **Promote Conservation Efforts:** Develop strategies for resource efficiency and ecological preservation.

Course Number	Course Title	Credit
BUSI- 108	Digital Transformation	3
GENK- 101	English Grammar	3
MATH- 101	Mathematics	3
BUSI- 106	Introduction to Business	3
BUSI- 105	Entrepreneurship	3
PHIL- 101	Philosophy and Ethics	3
ENG- 102	English Composition	3
ENG- 103	Communication	3
BUSI- 107	Digital Business History	3
ITEC- 101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN- 101	Project Management 1	3
PMAN- 102	Project Management 2	3
SSKI- 103	Creative Problem Solving	3
ESG-401	Social Entrepreneurship	3
LOGI-201	Global Supply Chain and Sustainability	3
ESG- 402	Environment	3
SSKI-205	Negotiation Skills	3
SPCT- 395	Special Topics 5	3
SPCT- 394	Special Topics 4	3
TOTAL:		60

Associate in Accounting and Finance

Credits Required: 60

Program Description: The Associate of Science in Accounting and Finance program provides students with essential knowledge of financial principles, accounting practices, and economic analysis. Through a practical and analytical approach, students will develop skills in financial reporting, budgeting, taxation, and investment strategies. This program prepares graduates for entry-level roles in accounting, banking, and financial services or further studies in business, finance, or accounting-related fields.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Apply Accounting Principles:** Record, analyze, and interpret financial transactions.
2. **Manage Financial Data:** Utilize financial tools for budgeting and forecasting.
3. **Understand Taxation Concepts:** Navigate tax regulations and compliance requirements.
4. **Analyze Investment Strategies:** Assess financial risks and opportunities.
5. **Ensure Regulatory Compliance:** Adhere to ethical and legal financial standards.

Course Number	Course Title	Credit
BUSI- 108	Digital Transformation	3
GENK- 101	English Grammar	3
MATH- 101	Mathematics	3
BUSI- 106	Introduction to Business	3
BUSI- 105	Entrepreneurship	3
PHIL- 101	Philosophy and Ethics	3
ENG- 102	English Composition	3
ENG- 103	Communication	3
BUSI- 107	Digital Business History	3
ITEC- 101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN- 101	Project Management 1	3
PMAN- 102	Project Management 2	3
SSKI- 103	Creative Problem Solving	3
MFIN- 301	Introduction to Corporate Finance	3
MFIN- 398	Cash Flow and Risk & Return	3
MATH- 301	Financial Mathematics	3
MFIN- 302	Accounting	3
SPCT- 395	Special Topics 5	3
SPCT- 393	Special Topics 3	3
TOTAL:		60

Bachelor in Digital Business (Bachelors in Digital Business)

Credits Required: 120

Program Description: The Bachelor in Digital Business (Bachelors in Digital Business) prepares students to master the fundamentals of business management and the intricacies of operating within digital environments. This program focuses on understanding business philosophy, analyzing digital business models, and developing problem-solving and innovation strategies for managing businesses in a technology-driven world.

Students will explore global digital transformation, project management, business ethics, soft skills, and the economics process, alongside financial management and Environmental, Social, and Governance (ESG) concepts. A strong emphasis on information technology integration ensures that graduates are well-equipped to adapt and thrive in the continuously evolving technological landscape.

Program Outcomes: Upon completion of the program, students will be able to:

1. Discuss the benefits of operating businesses within a digital environment.
2. Create and articulate a coherent business philosophy.
3. Develop and implement effective business models.
4. Design plans for building successful technological environments.
5. Critically evaluate and provide feedback on business models.

Number	Course Title	Credit
BUSI-108	Digital Transformation	3
GENK- 101	English Grammar	3
MATH- 101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
PHIL-101	Philosophy and Ethics	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
ITEC-101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN- 101	Project Management 1	3
PMAN- 102	Project Management 2	3
SSKI-103	Creative Problem Solving	3

BUSI-401	Lean Start Up	3
BUSI-301	Business Plan	3
BUSI-102	Digital Marketing	3
BUSI-104	Business Management	3
BUSI-101	E-business	3
SSKI-204	Design Thinking	3
SSKI-102	Leadership	3
SSKI-203	Emotional Intelligence	3
SSKI-202	Organizational Behavior	3
ECON- 399	Introduction to Trading with Technical Analysis	3
ECON- 302	Equity Market	3
ECON- 301	Economics Fundamentals	3
LEGA-401	International Legal Design	3
MFIN-301	Introduction to Corporate Finance	3
MFIN- 398	Cash Flow and Risk & Return	3
MATH- 301	Financial Mathematics	3
MFIN-302	Accounting	3
ESG-401	Social Entrepreneurship	3
LOGI-201	Global Supply Chain and Sustainability	3
ESG-402	Environment	3
SSKI-205	Negotiation Skills	3
SPCT- 391	Special Topics 1	3
SPCT- 392	Special Topics 2	3
SPCT- 393	Special Topics 3	3
SPCT- 394	Special Topics 4	3
SPCT- 395	Special Topics 5	3
TOTAL:		120

Master of Business Administration with Specialization in Digital Business
(Master of Business Administration in Digital Business)

Credits Required: 42

Program Description: The Master of Business Administration with Specialization in Digital Business (Master of Business Administration in Digital Business) is a two-year graduate program designed to equip students with the advanced knowledge and skills required to thrive in the digital economy. This program prepares students to address the challenges of today's business climate by focusing on productivity improvement, customer experience enhancement, governance, and profitability.

Program Outcomes: Upon completion of the program, students will be able to:

1. Analyze current trends and opportunities within the global market.
2. Develop comprehensive business plans aligned with industry standards.
3. Evaluate organizational productivity and design strategies to enhance processes.
4. Summarize and apply key leadership theories to real-world business scenarios.
5. Create a strategic marketing plan for an e-commerce business model.

Business Administration with Specialization in Digital Business		
Number	Course Title	Hours
MBU-501	Communication and Leadership	3
MBU-502	Operations Management	3
MBU-503	Start-up Foundations	3
MBU-504	Creating and Leading Effective Organizations	3
MBU-505	Marketing	3
MBU-506	Financials Analysis	3
MBU-507	Business Strategies	3
MBU-508	Project Management	3
MBU-509	Global Economics and Business	3
MBU-513	Digital Transformation	3
MBU-514	Artificial Intelligence	3
MBU-515	Digital Entrepreneurship	3
TOTAL:		36
Course Number	Course Title Thesis	Credit
MGE-501	Techniques of Scientific Research and Methodology	3
MGE-502	Thesis	3
TOTAL:		42

Master of Business Administration with Specialization in Sustainability

(Master of Business Administration in Sustainability)

Credits Required: 42

Program Description: The Master of Business Administration with Specialization in Sustainability (Master of Business Administration in Sustainability) is a two-year graduate program focused on equipping students with advanced knowledge in environmental, sustainability, and governance (ESG) principles. Using real-life scenarios, the program enables students to understand the short-term and long-term impacts of decisions related to sustainability and governance.

Program Outcomes: Upon completion of the program, students will be able to:

1. Analyze current trends and practices in environmental, social, and governance (ESG).
2. Develop actionable plans to implement best practices within ESG frameworks.
3. Analyze and interpret ESG ratings while exploring effective strategies.
4. Summarize and apply leadership theories to sustainability-focused challenges.
5. Create sustainable business practices that align with organizational goals.

Business Administration with Specialization in Sustainability		
Course	Course Title	Credit
MBU-501	Communication and Leadership	3
MBU-502	Operations Management	3
MBU-503	StartUp Foundations	3
MBU-504	Creating and Leading Effective Organizations	3
MBU-505	Marketing	3
MBU-506	Financials Analysis	3
MBU-507	Business Strategies	3
MBU-508	Project Management	3
MBU-509	Global Economics & Business	3
MBU-510	Social Entrepreneurship	3
MBU-511	Governance	3
MBU-512	Environment	3
TOTAL:		36
Course	Course Title Thesis	Credit
MGE-501	Techniques of Scientific Research and Methodology	3
MGE-502	Thesis	3
TOTAL:		42

Academic Divisions

Education Program Listing

The Education Program offers advanced degrees designed to prepare students to excel in teaching and leadership roles, with a focus on adapting to contemporary challenges and trends in education. These programs equip students with innovative teaching strategies, leadership skills, and knowledge in specialized areas of education.

Programs Offered

Master's Degrees

- Education with Specialization in Digital Education (Masters in Digital Education)
- Education with Specialization in Sustainability (Masters in Education: Sustainability/ Governance and Environment)

Master in Education with Specialization in Digital Education - (Masters in Digital Education)

Credits Required: 45

Program Description: The Master’s in Education with a Specialization in Digital Education (Masters in Digital Education) is a comprehensive two-year graduate program designed for educators who aspire to thrive in the dynamic and rapidly evolving digital learning environment. This program emphasizes the development of advanced teaching methodologies and the integration of innovative technologies to meet the demands of modern virtual education.

Program Outcomes: Upon completion of the program, students will be able to:

1. Analyze and apply current trends and best practices within education.
2. Develop comprehensive teaching plans utilizing new technologies.
3. Evaluate and interpret assessment results using technological tools.
4. Summarize and apply leadership theories to educational contexts.
5. Create an outline for delivering undergraduate-level courses.

Education with specialization in Digital Education		
Course	Course Title	Credit
MED-501	Digital Competences and Neuroscience	3
MED-502	Special Needs Education	3
MED-503	Emotional Intelligence	3
MED-504	Teaching vs Learning	3
MED-505	Knowledge and Technologies Innovations	3
MED-506	Learning Theories and Methods	3
MED-507	Global Education	3
MED-508	Cyberculture and Sociability	3
MED-509	Digital Transformation	3
MED-510	Social Entrepreneurship	3
MBU-514	Classroom Applied Technologies	3
MBU-515	Artificial Intelligence	3
TOTAL:		36
Course	Course Title Thesis	Credit
MGE-501	Techniques of Scientific Research and Methodology	3
MGE-502	Thesis	6
TOTAL:		42

Master in Education with Specialization in Sustainability

(Masters in Education: Sustainability/ Governance and Environment)

Credits Required: 45

Program Description: The Master in Education with a Specialization in Sustainability (Masters in Education: Sustainability/ Governance and Environment) is a rigorous two-year graduate program designed to prepare educators to incorporate Environmental, Social, and Governance (ESG) principles into their teaching practice. This program provides a comprehensive framework for addressing global sustainability challenges through advanced pedagogical strategies and innovative methodologies.

Program Outcomes: Upon completion of the program, students will be able to:

1. Analyze and integrate current trends and best practices within education.
2. Develop teaching plans that utilize new technologies effectively.
3. Evaluate and interpret assessment results using technology.
4. Summarize and apply leadership theories to educational and sustainability challenges.
5. Analyze trends and practices in environmental, social, and governance (ESG) principles.

Education with specialization in Sustainability		
Course	Course Title	Credit
MED-501	Digital Competences and Neurosciences	3
MED-502	Special Needs Education	3
MED-503	Emotional Intelligence	3
MED-504	Teaching vs Learning	3
MED-505	Knowledge and Technologies Innovations	3
MED-506	Learning Theories and Methods	3
MED-507	Global Education	3
MED-508	Cyberculture and Sociability	3
MED-509	Digital Transformation	3
MED-510	Social Entrepreneurship	3
MBU-511	Governance	3
MBU-512	Environment	3
TOTAL:		36
Course	Course Title – Thesis	Credit
MGE-501	Techniques of Scientific Research and Methodology	3
MGE-502	Thesis	6
TOTAL:		42

Academic Divisions

Legal Program Listing

The **Academic Divisions** encompass a diverse range of programs designed to equip students with the knowledge and skills necessary for success in legal, public policy, and international affairs sectors. Through a combination of theoretical foundations and practical applications, these programs prepare graduates for careers in law, governance, and global affairs.

Programs Offered

Associate Degrees

- Legal and International Affairs
- Science in Public Policy & Public Affairs

Master's Degrees

- Legal Studies

Associate Science in Public Policy & Public Affairs

Credits Required: 60

Program Description: The Associate of Science in Public Policy & Public Affairs program equips students with a foundational understanding of policymaking, government operations, and public administration. Through an interdisciplinary approach, students explore key topics such as political systems, policy analysis, governance, and civic engagement. This program prepares graduates for entry-level roles in government agencies, nonprofit organizations, and policy research or further studies in political science, public administration, or related fields.

Program Outcomes: Upon completion of the program, students will be able to:

- 1. Analyze Public Policies:** Assess the development, implementation, and impact of policies.
- 2. Understand Government Systems:** Examine the functions of local, national, and international governance.
- 3. Engage in Civic Leadership:** Apply principles of public administration and community engagement.
- 4. Evaluate Policy Decisions:** Utilize data and research to inform decision-making.
- 5. Communicate Effectively:** Present policy analyses and advocate for public initiatives.

Course Number	Course Title	Credit
BUSI-108	Digital Transformation	3
GENK- 101	English Grammar	3
MATH- 101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
PHIL-101	Philosophy and Ethics	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
SSKI-101	Creative Mind	3
Itec-101	Information Technology 1	3
Itec-102	Information Technology 2	3
PMAN- 101	Project Management 1	3
PMAN- 102	Project Management 2	3
SSKI-103	Creative Problem Solving	3
BUSI-125	Introduction to Public Affairs	3
BUSI-135	Management of Public Organizations	3
BUSI-145	Introduction Public Policy	3
BUSI-155	Global issues and 2030 Agenda	3
SPCT-396	Special Topics 6	3
TOTAL:		60

Associate Legal and International Affairs

Credits Required: 60

Program Description: The Associate of Science in Legal and International Affairs program provides students with a foundational understanding of legal systems, international relations, and global governance. Through a multidisciplinary approach, students explore key concepts in law, diplomacy, human rights, and international policy. This program prepares graduates for entry-level roles in legal and governmental institutions, international organizations, and global business sectors or for further studies in law, political science, or international affairs.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Analyze Legal Systems:** Understand national and international legal frameworks.
2. **Evaluate Global Policies:** Assess the impact of international relations and governance.
3. **Interpret Human Rights Laws:** Apply legal principles to global human rights issues.
4. **Develop Legal Reasoning:** Utilize critical thinking and research in legal contexts.
5. **Enhance Diplomatic Skills:** Communicate effectively in international affairs.

Course Number	Course Title	Credit
BUSI-108	Digital Transformation	3
GENK- 101	English Grammar	3
MATH- 101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
PHIL-101	Philosophy and Ethics	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
ITEC-101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN-101	Project Management 1	3
PMAN-102	Project Management 2	3
SSKI-103	Creative Problem Solving	3
BUSI-122	Introduction To Legal Affairs & Human Rights	3
BUSI-132	Internacional Law	3
BUSI-155	Global Issues	3
BUSI-142	Environment, Development and Sustainability	3
SPCT-390	Special Topics 10	3
SCPT-391	Special Topics 1	3
TOTAL:		60

Master in Legal Studies

Credits Required: 36

Program Description: The Master in Legal Studies program provides advanced knowledge of legal frameworks, governance, sustainability, and environmental law. Designed for professionals seeking expertise in legal systems, international law, compliance, and policy development, this interdisciplinary program covers key areas such as human rights, ESG regulations, digital law, and financial law. Graduates will be prepared for leadership roles in legal consulting, public administration, corporate governance, and international organizations.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Understand International Law:** Analyze global legal frameworks and policies.
2. **Apply Sustainability Practices:** Integrate environmental and ESG compliance in governance.
3. **Evaluate Human Rights & Immigration:** Assess legal protections and policies worldwide.
4. **Navigate Digital Law:** Understand data protection, cybersecurity, and compliance.
5. **Develop Legal Strategies:** Apply legal, financial, and trade principles to governance.

Course Number	Course Title	Credit
LEGA - 501	International Law	3
LEGA - 502	Environment and Sustainability	3
LEGA - 503	Human Rights and Immigration	3
LEGA - 504	Integration and Development	3
LEGA - 505	ESG and Compliance	3
LEGA - 506	Theory of the State and the Constitution	3
LEGA - 507	Financial and Tax Law	3
LEGA - 508	Digital Law, Data Protection and Cyberspace	3
ELEC I	State, Law and the Economy	3
ELEC II	Justice	3
ELEC III	Global Trade & International Business or ODS	3
ELEC IV	Comparative Law or International Labor Law	3
TOTAL:		36

Academic Divisions

Health Program Listing

The **Health Program Division** is dedicated to preparing students for advanced roles in the healthcare industry by providing a comprehensive education in health sciences. This division focuses on equipping students with the critical knowledge and skills needed to address the evolving challenges in healthcare, public health, and medical research.

Through a combination of theoretical learning and practical applications, students gain expertise in areas such as healthcare systems, evidence-based practices, research methodologies, and health policy. The curriculum is designed to enhance leadership, problem-solving, and analytical skills, ensuring graduates are well-prepared for careers in hospitals, research institutions, public health organizations, and healthcare administration.

By integrating interdisciplinary approaches and the latest advancements in medical science, the Health Program Division fosters innovation and promotes excellence in the healthcare field.

Programs Offered

Associate Degrees

- Science in Health Management

Master's Degrees

- Health Science

Associate Science in Health Management

Credits Required: 60

Program Description: The Associate of Science in Health Management program provides foundational knowledge in healthcare administration, finance, technology, and business management. Students gain practical skills to oversee healthcare operations, implement digital innovations, and manage financial aspects in healthcare settings. Graduates are prepared for entry-level roles in hospitals, clinics, and health organizations.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Manage Healthcare Operations:** Oversee healthcare facilities and services.
2. **Use Healthcare Technology:** Apply digital solutions in health management.
3. **Analyze Financial Aspects:** Understand budgeting and resource allocation.
4. **Implement Business Strategies:** Apply entrepreneurship in healthcare settings.
5. **Enhance Leadership & Communication:** Develop problem-solving and teamwork skills.

Course Number	Course Title	Credit
BUSI-108	Digital Transformation	3
GENK- 101	English Grammar	3
MATH- 101	Mathematics	3
BUSI-106	Introduction to Business	3
BUSI-105	Entrepreneurship	3
PHIL-101	Philosophy and Ethics	3
ENG-102	English Composition	3
ENG-103	Communication	3
BUSI-107	Digital Business History	3
ITEC-101	Information Technology 1	3
ITEC-102	Information Technology 2	3
PMAN- 101	Project Management 1	3
PMAN- 102	Project Management 2	3
SSKI-103	Creative Problem Solving	3
HEAL-101	Hospital Management	3
HEAL-102	Technological Innovations Applied to Health	3
HEAL-103	Finance Applied to Health	3
HEAL-104	Health Services Management	3
SPCT-394	Special Topics 4	3
SPCT-395	Special Topics 5	3
TOTAL:		60

Master in Health Science

Credits Required: 36

Program Description: The **Master of Science in Health Science** program equips students with advanced knowledge in healthcare management, policy, and strategic planning. Through a comprehensive curriculum, students develop expertise in health service evaluation, hospital management, epidemiology, and digital health systems. The program prepares graduates for leadership roles in healthcare organizations, public health agencies, and research institutions, fostering innovation and effective decision-making in health services.

Program Outcomes: Upon completion of the program, students will be able to:

1. **Develop Healthcare Strategies:** Implement effective management plans.
2. **Lead Health Organizations:** Apply leadership and teamwork principles.
3. **Analyze Health Systems:** Evaluate policies and service quality.
4. **Utilize Public Health Data:** Apply epidemiological methods.
5. **Drive Innovation:** Integrate technology and sustainability in healthcare.

Course Number	Course Title	Credit
HEAL-501	Strategic Planning in Health Service Organizations	3
HEAL-502	Leadership and Organizational Behavior in Health	3
HEAL-503	Fundamentals in Health Service Evaluation	3
HEAL-504	Health Service Information Systems	3
HEAL-505	Economic Environment and its Impact on Business	3
HEAL-506	Human Rights and the Right to Health	3
HEAL-507	Hospital Management	3
HEAL-508	Fundamentals of Epidemiology	3
ELEC-513	Elective I - Primary Health Care	3
ELEC-514	Elective II - Health System Models	3
ELEC-515	Elective III - International Health Policy	3
ELEC-516	Elective IV - Innovation in Health	3
TOTAL:		36

Course Descriptions

AINT-102: Artificial Intelligence Engineering

Credits: 3

This course introduces the fundamentals of artificial intelligence and the development of intelligent systems. Students will learn to design systems that solve computational problems, understand the role of knowledge representation, problem-solving, and learn in intelligent system engineering, and connect vision, problem-solving, and language to the understanding of human intelligence through computational models.

AINT-103: Artificial Intelligence Applications

Credits: 3

This course examines the impact of artificial intelligence on business models and technological systems. Topics include applying deep learning algorithms to business problems, the disruption of smart technologies on organizational systems and behaviors and analyzing the role of AI in corporate decision-making.

AINT-104: Artificial Intelligence Application Development

Credits: 3

This course provides a practical introduction to developing artificial intelligence applications, focusing on knowledge representation and learning methods in AI, problem-solving techniques in intelligent systems, and the use of modern tools for designing and developing AI applications.

AINT-105: AWS Machine Learning Certification

Credits: 3

This course prepares students for the AWS Machine Learning Certification by providing an in-depth overview of designing, building, deploying, training, and maintaining ML solutions using AWS Cloud, with a focus on selecting appropriate ML approaches and AWS services to address specific business problems.

BUSI-102 Digital Marketing

Credits: 3

This course covers the key areas necessary for developing business opportunities through marketing. The Digital Marketing Strategy program teaches about the key digital marketing channels and strategies available to them. And while social networks come and go and apps gain fame and decline in popularity, the program teaches the managerial frameworks and strategies behind them, so that the decision making can be applied to whatever the next big thing in digital marketing might be. How to think strategically and develop a ROI-based marketing plan, so that you can identify what's right for organization.

BUSI-103 Sales**Credits: 3**

This course covers the basics of sales and how to set up a plan. The goal is to provide the knowledge and skills that businesses need to win customers and grow their business. We will use various selling models to understand the process of selling, discovery of and alignment with customer's needs, presentation of solutions, overcoming objections, and gaining agreement. Also covered will be how to plan, control and measure the sales process.

BUSI-104 Business Management**Credits: 3**

This course provides an introduction to the principles and practices of business management. Students will explore the core functions of management, including planning, organizing, leading, and controlling, with an emphasis on their application in contemporary business environments. Topics include decision-making, organizational structure, leadership styles, motivation, and effective communication. By examining real-world case studies and engaging in practical exercises, students will develop a comprehensive understanding of managerial roles and responsibilities.

BUSI-105 Entrepreneurship**Credits: 3**

This course will cover the many aspects of starting up new businesses. Also covered will be conceptual definition of entrepreneurs and entrepreneurship, entrepreneurship in economic theory, historical development of entrepreneurship, and a type of Entrepreneurship. Entrepreneurial practice, thinking and abilities. Other topics included will be the importance of small business, sources of business ideas, the role of entrepreneurship in economic development, and terms of entrepreneurship.

BUSI-106 Introduction to Business**Credits: 3**

This course provides a comprehensive overview of the fundamental concepts and practices in the world of business. Students will explore topics such as business structures, management principles, marketing strategies, financial management, and the role of entrepreneurship in the economy. Emphasis is placed on understanding how businesses operate in a global environment, ethical decision-making, and the impact of technology on business practices. Through case studies, group discussions, and practical exercises, students will gain a foundational understanding of how businesses function and their role in society.

BUSI-107 Digital Business History**Credits: 3**

This course explores the evolution of digital businesses, from their origins in early computing to the modern internet era. Students will examine key technological advancements, pivotal companies, and influential entrepreneurs that shaped the digital landscape. Topics include the rise of e-commerce, social media platforms, digital marketing, cloud computing, and emerging trends in artificial intelligence and blockchain. Through case studies and discussions, the course emphasizes the transformative impact of digital innovation on global commerce and society.

BUSI-108 Digital Transformation

Credits: 3

This course examines the process and impact of digital transformation within organizations, focusing on how businesses leverage technology to innovate, streamline operations, and enhance customer experiences. Topics include digital strategy development, emerging technologies (such as AI, IoT, and blockchain), data analytics, and organizational change management. Students will explore the challenges and opportunities of digital transformation, including the cultural and ethical implications of technology adoption. Through case studies, group projects, and interactive discussions, students will develop the skills to lead and manage digital transformation initiatives successfully.

BUSI-201 Management and Organization Strategies

Credits: 3

This course examines the process of digital transformation and its impact on businesses and organizations. Students will explore the strategic integration of digital technologies into all aspects of business operations to enhance customer experience, drive innovation, and improve efficiency. Topics include organizational change management, data analytics, cloud computing, artificial intelligence, and the role of leadership in fostering a digital culture. Case studies of successful and failed transformations will provide practical insights into the challenges and opportunities of embracing a digital-first strategy.

BUSI-301 Business Plan

Credits: 3

This course focuses on the development and presentation of comprehensive business plans. Students will learn the essential components of a successful business plan, including market analysis, competitive strategy, operational planning, financial projections, and risk management. The course emphasizes practical application, as students will create and refine a business plan for a real or hypothetical venture. Key topics include entrepreneurial thinking, feasibility studies, funding strategies, and effective communication to stakeholders. By the end of the course, students will have a professional business plan ready for implementation or presentation to potential investors.

BUSI-401 Lean Start Up

Credits: 3

This course will cover funding options and capital needed to start a new business. Also covered, will be skills required to develop and launch an enterprise, business opportunity validation to the entire project management of starting, and how to work through start up business finance and legal compliance.

CLOU-102 Cloud Administration

Credits: 3

The course will set the foundation for the student to be eligible for the Amazon Web Services AWS Cloud Practitioner certification. It provides a detailed overview of cloud concepts, AWS core services, security, architecture, pricing, and support. It helps students gain an overall understanding of the Amazon Web Services (AWS) Cloud, independent of specific technical

roles including AWS Cloud concepts, AWS services, security, architecture, pricing, and support to build their AWS Cloud knowledge.

CLOU-103 Cloud Architecture

Credits: 3

The course will set the foundation for the student to be eligible for the AWS Solutions Architect certification. This intermediate-level course covers the fundamentals of building IT infrastructure on AWS and helps students design a solution by using appropriate AWS services and by following architectural principles based on requirements and provide implementation guidance based on best practices to the organization throughout the workload lifecycle.

CLOU-104 Cloud Operations

Credits: 3

The course will set the foundation for the student to be eligible for the AWS SysOps Administrator certification. This intermediate-level course will prepare students to pursue in-demand DevOps, support, and cloud operations roles at the entry level. It will also help them prepare for the certification exam through case studies, demonstrations, and hands-on activities. Students will learn how to troubleshoot various scenarios and automate deployments of networks and systems on AWS.

CLOU-105 Cloud Development

Credits: 3

The course will set the foundation for the student to be eligible for the AWS Cloud Developer certification. This intermediate-level course will help students gain technical expertise in development with cloud technologies. Upon completion, students will be able to develop with the AWS SDK and identify the best practices for building and deploying applications in the AWS Cloud.

CNET-101 Computer Network 1

Credits: 3

The course introduces the student to the basics of a computer network. It is based on the CompTIA Network+ Certification. It prepares students to design and implement functional networks, configure, manage, and maintain essential network devices, use devices such as switches and routers to segment network traffic and create resilient networks, identify the benefits and drawbacks of existing network configurations, implement network security, standards, and protocols, troubleshoot network problems, support the creation of virtualized networks.

CNET-102 Computer Network 2

Credits: 3

This course looks at developing a computer network system to meet the needs of the business served. It explains the purpose of a variety of networking concepts and implement them appropriately infrastructure, determine and explain the appropriate cabling, device, and storage technologies, network operations, use best practices to manage the network, determine policies and ensure business continuity network security, summarize physical security and common attacks while securing the wired and wireless network, network troubleshooting and tools,

explain the network troubleshooting methodology and appropriate tools to support connectivity and performance.

ECON-301 Economics

Credits: 3

The course introduces a broad range of economic concepts, theories and analytical techniques. It considers both microeconomics - the analysis of choices made by individual decision-making units (households and firms) - and macroeconomics - the analysis of the economy. Also covered will be the use of a market, supply and demand, model will be the fundamental model in which trade-offs and choices will be considered through comparison of costs and benefits of actions. Production and market structure will be analyzed at the firm level. Other topics covered include macroeconomic issues regarding the interaction of goods and services markets, labor and money at an aggregate level will be modelled, and the role of government policy to address microeconomic market failures and macroeconomic objectives will be examined.

ECON-302 Equity Market

Credits: 3

The course provides an examination about the past, present, and future of private equity, the role private equity plays as both a financing tool and an investment opportunity and understands the risks it presents for investors. Types and economics of private equity and understanding the recent private equity developments in emerging markets will also be discussed.

ECON-303 Fund Raising

Credits: 3

This course explores the principles and practices of effective fundraising for businesses, nonprofit organizations, and social enterprises. Students will learn about various fundraising strategies, including grant writing, donor relations, corporate sponsorships, crowdfunding, and capital campaigns. The course covers key topics such as identifying funding sources, designing compelling fundraising proposals, managing donor databases, and measuring the impact of fundraising efforts. Through practical projects and case studies, students will develop the skills to create and implement successful fundraising campaigns that align with organizational goals.

ENG-102 English Composition

Credits: 3

This course focuses on the development of writing skills essential for academic success and professional communication. Students will engage in the writing process, including brainstorming, drafting, revising, and editing, to produce clear, coherent, and well-organized essays. Emphasis is placed on critical thinking, thesis development, argumentation, and the effective use of evidence and research. Assignments will include narrative, expository, and persuasive writing, with attention to grammar, style, and proper citation practices. By the end of the course, students will have honed their ability to express ideas effectively in written form.

ENG-103 Communication

Credits: 3

This course provides an overview of fundamental communication principles and practices, emphasizing the development of effective verbal, nonverbal, and written communication skills.

Students will explore key topics such as interpersonal communication, public speaking, active listening, and cross-cultural communication. Through interactive activities, group discussions, and presentations, students will enhance their ability to communicate confidently and effectively in personal, academic, and professional settings. The course also examines the role of technology and media in modern communication.

ESG-401 Social Entrepreneurship

Credits: 3

This course examines the role of entrepreneurship in finding solutions to environmental challenges. Discussions will focus on understanding entrepreneurship and the forces that are shaping contemporary green entrepreneurship. Conceptual definition of social entrepreneurs. Historical development of social entrepreneurship. Social entrepreneurial practice, thinking and abilities. The role of social entrepreneurship in economic development and designing social business investment. Difference between business entrepreneurs and social entrepreneurs. Types of Social Entrepreneurship Organizations.

ESG-402 Environment

Credits: 3

The course presents the history of industrial ecology, defines its key concepts, presents its main methods, and discusses future directions. The examination and evaluation of Environmental Management Systems. Corporate responsibility, including social and environmental obligations. Successes and failures of businesses which have attempted to adopt sustainability principles into their strategies and practices.

ESG-403 Governance

Credits: 3

The course presents the board and director's role and responsibilities in sustainability governance. It will examine the impact and implications of environmental, social and governance (ESG) developments, and climate-related risks and opportunities for businesses. ESG ethics and an initial understanding about implications ESG may have on the strategic design of CSOs' advocacy actions, enabling them to better identify needs and opportunities.

GNEK-101 English Grammar

Credits: 3

This course provides a comprehensive study of English grammar, focusing on the structure and function of language in written and spoken communication. Students will explore key grammatical concepts, including parts of speech, sentence structure, verb tenses, punctuation, and syntax. Emphasis is placed on applying grammar rules to improve clarity and accuracy in academic, professional, and personal communication. Through practical exercises, writing assignments, and interactive activities, students will build a strong foundation in English grammar and enhance their overall language proficiency.

ITEC-101 Information Technology 1

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA A+ Certification Core 1 (220-1001). Upon completion students will demonstrate baseline security skills for IT support professionals, configure device operating systems, including Windows, Mac, Linux, Chrome OS, Android, and iOS and administer client-based as well as cloud-based (SaaS) software, troubleshoot and problem solve core service and support challenges while applying best practices for documentation, change management, and scripting, Support basic IT infrastructure and networking, Configure and support PC, mobile and IT device hardware, Implement basic data backup and recovery methods and apply data storage and management best practices.

ITEC-102 Information Technology 2

Credits: 3

This course will set the foundation for the student to be eligible for the CompTIA A+ Certification Core 2 (220-1002). It prepares students to handle hardware components and devices, operating systems, all and support Windows OS including command line and client support, understand mac OS, Linux and mobile OS, software troubleshooting, troubleshoot pc and mobile device issues including application security support, networking, explain types of networks, troubleshoot device and network issues, identify and protect against security vulnerabilities for devices and their network connections, install and configure laptops and other mobile devices, compare and contrast cloud computing concepts and up to client-side virtualization, operational procedures, and follow best practices for safety, environmental impacts, and communication and professionalism.

ITEC-103 Server Management

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Server+ certification. It prepares students to install and maintain physical hardware and storage, manage, and maintain servers, including OS configuration, access control and virtualization, apply physical and network data security techniques and understand disaster recovery and implement backup techniques, and diagnose and resolve system hardware, software, connectivity, storage, and security issues.

LEGA-401 International Legal Design

Credits: 3

This course explores the intersection of law, design thinking, and global innovation. Students will learn how to apply principles of legal design to create user-centered legal solutions that address complex international legal challenges. Topics include contract simplification, visual law, accessible legal communication, and the use of technology in legal practice. The course emphasizes practical skills such as prototyping, iterative testing, and collaborative problem-solving to design efficient, transparent, and user-friendly legal processes. Case studies and projects will focus on global legal systems, fostering a multidisciplinary approach to improving access to justice and legal services on an international scale.

LINU-101 Linux 1

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Linux+ certification. It covers common tasks in major distributions of Linux, including the Linux command line, basic maintenance, installing and configuring workstations, and networking. It provides the skills required to secure the enterprise, power the cloud, and keep systems running.

LINU-102 Linux 2

Credits: 3

This course prepares students to configure and manage software, storage and process and services, understand best practices for permissions and authentication, firewalls, and file management, create simple shell scripts and execute basic BASH scripts, version control using Git, and orchestration processes, and analyze system properties and processes and troubleshoot user, application, and hardware issues.

LOGI-201 Global Supply Chain

Credits: 3

In this course will show applications of inventory theory to global supply chain management. In addition, we discuss several related issues in supply chain management, including distribution, coordination, global sourcing and mass customization. We will take an analytical and detailed approach in model development. The presentation is designed to refine intuitions developed from models and case studies to build managerial insights.

MATH-101 Mathematics

Credits: 3

This foundational course introduces students to key concepts in mathematics, providing a basis for academic and practical problem-solving. Topics include arithmetic, algebra, geometry, and basic statistics, with an emphasis on their applications in real-world scenarios. Students will develop skills in mathematical reasoning, critical thinking, and data interpretation. The course includes hands-on exercises and collaborative projects to reinforce learning and build confidence in applying mathematical techniques in academic, professional, and everyday contexts.

MATH-201 Statistic

Credits: 3

This is an introductory course in statistics. Students are introduced to the fundamental concepts involved in using sample data to make inferences about populations. Included are the study of measures of central tendency and dispersion, finite probability, probability distributions, statistical inferences from large and small samples, linear regression, and correlation.

MATH-301 Financial Mathematics

Credits: 3

This course focuses on the application of mathematical techniques to solve financial problems. Students will explore topics such as interest theory, annuities, amortization schedules, investment valuation, risk assessment, and financial derivatives. The course emphasizes the practical use of mathematical models to analyze and interpret financial data, aiding in decision-making processes.

in personal finance, corporate finance, and investment strategies. Through problem-solving exercises and case studies, students will develop the skills necessary to apply mathematical tools in financial contexts effectively.

MBU-501 Data, Models, and Decisions

Credits: 3

This course equips students with the analytical tools and frameworks necessary for effective decision-making in complex business environments. Topics include data analysis, statistical modeling, optimization techniques, and decision theory. Students will learn to build and interpret models using real-world data, assess risks, and make data-driven decisions. Emphasis is placed on the application of quantitative methods to solve problems in areas such as operations, marketing, finance, and strategic planning. By the end of the course, students will be proficient in utilizing data and models to support managerial decision-making.

MBU-502 Operations Management

Credits: 3

This course is an introduction to the concepts, principles, problems, and practices of operations management. Emphasis is on managerial processes for effective operations in both goods-producing and service-rendering organization. Topics include operations strategy, process design, capacity planning, facilities location and design, forecasting, production scheduling, inventory control, quality assurance, and project management. The topics are integrated using a systems model of the operations of an organization.

MBU-503 Start governUp Foundations

Credits: 3

This course provides a strong understanding of the underlying principles of entrepreneurship and gives you the most important tools you need to succeed with your creative startup. Funding options and capital needed to start a new business. Skills required to develop and launch an enterprise. Business opportunity validation to the entire project management of starting. Start Up Business finance and legal compliance.

MBU-504 Creating and Leading Effective Organizations

Credits: 3

This course focuses on the principles and practices of building and leading high-performing organizations. Students will explore key topics such as organizational structure, culture, team dynamics, leadership styles, and change management. Emphasis is placed on strategies for fostering innovation, collaboration, and employee engagement in diverse and dynamic environments. Through case studies, role-playing, and interactive projects, students will develop the skills needed to design effective organizations, lead teams, and drive sustainable success in a competitive global landscape.

MBU-505 Marketing

Credits: 3

This course covers the key areas necessary for developing business opportunities through marketing. The Digital Marketing Strategy program teaches about the key digital marketing channels and strategies available to them. And while social networks come and go and apps gain

fame and decline in popularity, the program teaches the managerial frameworks and strategies behind them, so that the decision making can be applied to whatever the next big thing in digital marketing might be. How to think strategically and develop a ROI-based marketing plan, so that you can identify what's right for organization. Marketing advanced and Marketing project.

MBU-506 Financials Report Analysis

Credits: 3

This course provides a comprehensive understanding of financial reporting, and the tools needed to analyze financial statements effectively. Students will explore the components of financial reports, including balance sheets, income statements, cash flow statements, and equity statements, with an emphasis on interpreting and evaluating financial performance. Key topics include ratio analysis, trend analysis, valuation methods, and the use of financial reports in decision-making. Through case studies and practical exercises, students will develop the skills necessary to assess the financial health of organizations and provide actionable insights for strategic planning.

MBU-507 Business Strategies

Credits: 3

This course explores the development and execution of effective business strategies in competitive and dynamic markets. Students will examine frameworks and tools for strategic analysis, including SWOT analysis, Porter's Five Forces, and value chain analysis. Topics include market positioning, competitive advantage, innovation strategies, and global business considerations. Emphasis is placed on aligning strategy with organizational goals, resource allocation, and performance metrics. Through case studies, simulations, and collaborative projects, students will develop the skills to craft, implement, and evaluate strategies that drive sustainable business success.

MBU-508 Managing Strategic Performance

Credits: 3

This course focuses on the tools and methodologies used to measure, monitor, and enhance organizational performance in alignment with strategic goals. Students will explore performance management systems, including key performance indicators (KPIs), balanced scorecards, and benchmarking techniques. Topics include aligning performance metrics with strategy, fostering a results-oriented culture, managing change, and utilizing data analytics to drive decision-making. Through case studies, simulations, and practical exercises, students will gain the skills to design and implement performance management systems that support strategic objectives and drive continuous improvement.

MBU-509 Global Economics & Business

Credits: 3

The course provides global economic concepts, theories and analytical techniques. It considers both microeconomics - the analysis of choices made by individual decision-making units (households and firms) - and macroeconomics - the analysis of the economy. The use of a market, supply and demand model will be the fundamental model in which trade-offs and choices will be considered through comparison of costs and benefits of actions. Production and market structure will be analyzed at the firm level. Macroeconomic issues regarding the interaction of goods and services markets, labor and money at an aggregate level will be

modelled. The role of government policy to address microeconomic market failures and macroeconomic objectives will be examined. How to make decisions – case study

MBU-510 Social Entrepreneurship

Credits: 3

This course will cover the many aspects of starting up new businesses. Conceptual definition of social entrepreneurs and social entrepreneurship. Historical development of social entrepreneurship. Type of social entrepreneurship. Social entrepreneurial practice, thinking and abilities. The role of social entrepreneurship in economic development and designing social business investment. Difference between business entrepreneurs and social entrepreneurs. Types of Social Entrepreneurship Organizations. Typical Characteristics of Social Entrepreneurship: social ethical, motivated by more than profit, socially impactful and marketing. Advanced economics and financials analysis for social business.

MBU-511 Governance

Credits: 3

The course presents the board and director's role and responsibilities in sustainability governance. It will examine the impact and implications of environmental, social and governance (ESG) developments, and climate-related risks and opportunities for businesses. ESG ethics and an initial understanding about implications ESG may have on the strategic design of CSOs' advocacy actions, enabling them to better identify needs and opportunities. How to make decisions – case study.

MBU-512 Environment

Credits: 3

The course presents the history of industrial ecology, defines its key concepts, presents its main methods, and discusses future directions. The examination and evaluation of Environmental Management Systems. Corporate responsibility, including social and environmental obligations. Successes and failures of businesses which have attempted to adopt sustainability principles into their strategies and practices. How to make decisions – case study.

MBU-513 Digital Transformation

Credits: 3

This course will cover how businesses can meet increasing demand through transitioning to virtual platforms. Digital efforts are disconnected from business strategy. Digital innovations occur but they never scale to achieve real impact. And most fundamentally, leaders try to transform their business without changing their “business as usual” culture, process, and capabilities.

MBU-514 Artificial Intelligence

Credits: 3

The course will present advanced topics in Artificial Intelligence (AI). Students will learn about the problems in the field of AI that tend to receive the most attention. The focus is on how to build and search graph data structures needed to create software agents, an approach that is useful for solving many problems in AI. It also covers to “break down” larger problems into several more specific, manageable sub-problems, the study of logic and conceptualize the

differences between propositional logic, first-order logic, fuzzy logic, and default logic. Students will undertake a project focused on artificial neural network and machine learning.

MBU-515 Digital Entrepreneurship

Credits: 3

This course will cover the many aspects of starting up new businesses. Conceptual definition of digital entrepreneurs and social entrepreneurship. Historical development of digital entrepreneurship. Type of digital entrepreneurship. Digital entrepreneurial practice, thinking and abilities. The role of digital entrepreneurship in economic development and designing a digital business investment. Difference between business entrepreneurs, social entrepreneurs and digital entrepreneurs. Types of digital Entrepreneurship Organizations. Typical Characteristics of digital entrepreneurship. Advanced economics and financials analysis for digital business.

MED-501 Digital Competences and Neurosciences

Credits: 3

A course on digital competences and neurosciences can explore the intersection of these two fields, focusing on how digital technologies can be leveraged to enhance learning and understanding the neurological processes underlying digital learning experiences. This course makes attendance for all levels of education, from early childhood education to primary and secondary education, and higher education

MED-502 Learning Theories and Methods

Credits: 3

This course is a study of human learning and cognitive organization and process. Overview of the development of learning theory and cognitive models since the beginning of the scientific study of human learning and mental processes. This is a core course in the Master of Arts Teaching Program. Major theories concerning the learning process and their implications for the instructional process are investigated.

MED-504 Teaching vs Learning

Credits: 3

An advanced review of the research on teaching and learning in the classroom is presented. An introduction notes the role of research in identifying new goals for higher education and offers a conceptual framework based on a student mediation model and a focus on the process-product relationships between faculty teacher behavior and student outcomes.

MED-505 Emotional Intelligence

Credits: 3

In this course people will debate Daniel Goleman's thoughts and share experiences to surpass difficult decisions in life, help make better decisions not only focusing on the rational side of the brain, but case studies of decision also making under stressed situations and how to balance the emotional decision and the rational decision to better find solution to problems presented on the professional life.

MED-506 Special Needs Education

Credits: 3

An advanced program that focuses on the design and provision of teaching and other educational services to children or adults with special learning needs or disabilities, and that may prepare individuals to function as special education teachers.

MED-507 Project Management

Credits: 3

This course examines activities related to project planning and estimating project scope and schedule. It also examines processes for managing project resources. Upon completion of this course, students are expected to be able to do the following: Plan and estimate project scope, resources, and schedule. Application design in a case study.

MED-508 Business Strategies

Credits: 3

Within this course, the students will be designing and analyzing business models. The topics covered will be assessing the competitive landscape, including cracks in others' business models, identifying sources of sustainable cost and differentiation advantage, evaluating financial footprints and the different paths to profitability, relating product uptake to revenue models and investment strategy, connecting operational and strategic cost drivers, preparing for strategic disruption and organizational realignment.

MED-509 E-Business

Credits: 3

This course will discuss the opportunities available within setting up businesses on the web, the strategy planning process, impacts of e-Business on strategy planning, strategy implementation and assessment; costs/benefits analysis; measuring and justifying e-Business investments, economic principles of e-Business; Design, applications requirements, process and general operations and management of initiating an online business; legal, ethical and social impacts of e-Business.

MED-513 Digital Transformation

Credits: 3

This course will cover how businesses can meet increasing demand through transitioning to virtual platforms. Digital efforts are disconnected from business strategy. Digital innovations occur but they never scale to achieve real impact. And most fundamentally, leaders try to transform their business without changing their "business as usual" culture, process, and capabilities.

MED-514 Artificial Intelligence

Credits: 3

The course will present advanced topics in Artificial Intelligence (AI). Students will learn about the problems in the field of AI that tend to receive the most attention. The focus is on how to build and search graph data structures needed to create software agents, an approach that is useful for solving many problems in AI. It also covers to "break down" larger problems into a few more specific, manageable sub-problems, the study of logic and conceptualize the differences between propositional logic, first-order logic, fuzzy logic, and default logic. Students will undertake a project focused on artificial neural network and machine learning.

MED-515 Classroom Applied Technologies**Credits: 3**

Study and analysis of facility design, organizational patterns, administrative strategies, and alternative structures for achieving and evaluating media-based instructional and production components. Includes selection, procurement and control of hardware and software inventories. Management tools including protection of intellectual property, security issues and budgeting strategies are discussed.

MED-516 Social Entrepreneurship**Credits: 3**

This course explores the principles and practices of social entrepreneurship, focusing on innovative approaches to addressing social, environmental, and economic challenges. Students will examine the role of social enterprises in creating sustainable impact, as well as strategies for balancing social missions with financial viability. Topics include opportunity recognition, business model development, impact measurement, and scaling social ventures. Through case studies, hands-on projects, and collaborative discussions, students will learn to design and lead initiatives that drive meaningful changes in communities and beyond.

MED-517 Governance**Credits: 3**

The course presents the board and director's role and responsibilities in sustainability governance. It will examine the impact and implications of environmental, social and governance (ESG) developments, and climate-related risks and opportunities for businesses. ESG ethics and an initial understanding about implications ESG may have on the strategic design of CSOs' advocacy actions, enabling them to better identify needs and opportunities. How to make decisions – case study

MED-518 Environment**Credits: 3**

This course explores the dynamic relationship between environmental factors and human health, development, and education. Students will analyze the impact of environmental challenges such as climate change, pollution, and resource depletion on communities and educational systems. The course also examines strategies for promoting environmental sustainability, fostering awareness, and integrating environmental education into curricula to empower future generations.

MFIN-301 Financials**Credits: 3**

This course examines the interconnectedness of human activity and the natural environment, focusing on the principles of environmental science, sustainability, and conservation. Students will explore critical topics such as climate change, biodiversity, renewable energy, resource management, and the impact of policy and economics on environmental decision-making. Emphasis is placed on analyzing current environmental challenges and developing solutions that balance ecological, social, and economic considerations. Through case studies, research projects,

and discussions, students will gain the knowledge and skills to contribute to sustainable environmental practices and policies.

MFIN-302 Accounting

Credits: 3

This course provides a foundational understanding of accounting principles, practices, and their application in financial decision-making. Students will learn the preparation, interpretation, and analysis of key financial statements, including the balance sheet, income statement, and cash flow statement. Topics covered include accounting cycles, accruals, budgeting, internal controls, and the ethical implications of accounting decisions. Emphasis is placed on using accounting information for strategic planning and performance evaluation. Practical exercises and case studies will help students develop skills to apply accounting concepts in real-world business scenarios.

MGE-501 Techniques of Scientific Research and Methods

Credits: 3

This course provides a comprehensive overview of scientific research methods and techniques, equipping students with the skills to design, conduct, and evaluate research studies. Topics include the scientific method, research design (qualitative, quantitative, and mixed methods), data collection techniques, sampling strategies, and ethical considerations in research. Students will also explore data analysis tools, hypothesis testing, and the effective presentation of research findings. Through practical assignments and projects, students will develop the ability to apply research methods to solve complex problems and contribute to academic and professional knowledge.

MGE-502 Thesis

Credits: 3

This course is the culmination of the student's academic program, requiring the development and completion of a research-based thesis. Students will apply the skills and knowledge acquired throughout their studies to investigate a significant topic within their field of interest. Under the guidance of a faculty advisor, students will conduct independent research, analyze data, and present their findings in a well-structured, academically rigorous document. The course emphasizes critical thinking, methodological rigor, and effective communication of research outcomes. Successful completion of the thesis demonstrates the student's ability to contribute original insights to their discipline.

MIT-501 Information Technology – Advanced

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA A+ certification. Students will learn everything about selecting, installing, and service video, sound, and portable computers. The course teaches networking, both wired and wireless, and security. It also gives an insight into adding mobile devices such as tablets and smartphones to the computing environment. Students will undertake a project that focuses on fun technology.

MIT-502 Project Management – Advanced

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Project+ certification. It prepares students with the basic concepts to successfully manage small- to medium-sized projects. It covers essential project management concepts beyond the scope of just one methodology or framework. Students will get the knowledge to manage the project life cycle, ensure appropriate communication, manage resources and stakeholders, and maintain project documentation.

MIT-503 Linux – Advanced

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Linux+ certification. The course covers topics ranging from installing software, troubleshooting hardware, managing disk volumes, hardening servers and more. Each of these topics are presented in a distribution agnostic manner suitable for Debian, Ubuntu, Red Hat, CentOS, Fedora, and others. Students will undertake a project focused on cutting edge technologies that help automate and orchestrate business processes, including infrastructure as code and containers.

MIT-504 Computer Network – Advanced

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Network+ Certification. It teaches students to design, configure, troubleshoot, and manage network devices. It covers networking concepts such as TCP/IP, cabling, and topology, installing network devices, routing, remote connectivity, cloud, and mobile networking, and much more. Students will undertake a project focused on implementing networking concepts and using best practices to support and secure devices.

MIT-505 Cloud – Advanced

Credits: 3

The course will help students develop a broad-based understanding of state-of-the-art technologies, underlying business and technological trends, key systems and artifacts and research directions in modern data center computing, scalable distributed systems, and programming frameworks enabling the widespread adoption of cloud computing. Students will undertake a project focused on to design and architect innovative new cloud computing services and offerings, and to develop business processes to exploit opportunities afforded by modern cloud computing.

MIT-506 Server Management

Credits: 3

The course will provide strong information for the student to be eligible for the CompTIA Server+ certification. It prepares students to install and maintain physical hardware and storage, manage, and maintain servers, including OS configuration, access control and virtualization, apply physical and network data security techniques and understand disaster recovery and implement backup techniques, and diagnose and resolve system hardware, software, connectivity, storage, and security issues.

MIT-507 E-Business**Credits: 3**

This course will discuss the opportunities available within setting up businesses on the web. The topics covered will include the strategy planning process, impacts of e-Business on strategy planning, strategy implementation and assessment; costs/benefits analysis; measuring and justifying e-Business investments, economic principles of e-Business; Design, applications requirements, process and general operations and management of initiating an online business; legal, ethical and social impacts of e-Business.

MIT-508 Data Platform Engineering**Credits: 3**

The course introduces students to the core concepts, processes, and tools required to get a foundational knowledge of data engineering. It gives an understanding of the modern data ecosystem, and the role Data Engineers, Data Scientists, and Data Analysts play in this ecosystem. Students will undertake a project to implement the key ingredients that can help a business achieve the analytic velocity necessary to create a competitive advantage.

MIT-509 Artificial Intelligence Engineering**Credits: 3**

The course will help students master fundamental concepts of machine learning and deep learning, including supervised and unsupervised learning, using programming languages like Python. It teaches the application of popular machine learning and deep learning libraries, industry problems involving object recognition, computer vision, image and video processing, text analytics, natural language processing (NLP), recommender systems, and other types of classifiers. Through hands-on projects, students build, train, and deploy different types of deep architectures, including convolutional neural networks, recurrent networks, and autoencoders.

MIT-510 Artificial Intelligence Applications**Credits: 3**

The course covers various methods within artificial intelligence (AI) and machine learning (ML), and their applications. Examples include algorithms for search, optimization, and classification, which mostly consist of bio-inspired approaches. Examples of relevant applications include robotics, music, and health and medicine. Students will undertake a project through experiments under supervision.

MIT-511 Artificial Intelligence Application Development**Credits: 3**

The course introduces students to the basic knowledge representation, problem solving, and learning methods of artificial intelligence. It aims to equip students with knowledge and skills in the design and development of AI applications using up-to-date software development tools and cloud platforms. Students will go through various machine learning algorithms and will undertake a project that covers the complete AI application development cycle.

MIT-512 AWS Machine Learning Certification**Credits: 3**

The course will set the foundation for the student to be eligible for the AWS Machine Learning certification. It covers the best practices for using the tools and platforms of AWS for data engineering, data analysis, machine learning modeling, model evaluation and deployment. It gives a solid understanding of the services and platforms available on AWS for Machine Learning projects, builds a foundation to pass the certification exam and feel equipped to use the AWS ML portfolio in real-world applications. Students will undertake a project designed to challenge intuition, creativity, and knowledge of the AWS platform.

MIT-513 Cybersecurity

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Cybersecurity Analyst (CySA+) certification. It teaches students how to detect and combat cybersecurity threats through continuous security monitoring. It focuses on the student's ability to not only pro-actively capture, monitor, and respond to network traffic findings, but also emphasizes software and application security, automation, threat hunting, and IT regulatory compliance, which affects the daily work of security analysts. Students will undertake a project that covers skills used by threat intelligence analysts, application security analysts, compliance analysts, incident responders/handlers, and threat hunters.

MIT-514 Cyber Attack 1

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA PenTest+ Certification. It provides students with the skills to become cybersecurity professionals tasked with penetration testing and vulnerability management. It teaches students to customize assessment frameworks to effectively collaborate on and report findings and have the best practices to communicate recommended strategies to improve the overall state of IT security. Students will undertake a project that checks the practical skills to carry out penetration testing techniques.

MIT-515 Cyber Attack 2 3 credit hours

Credits: 3

This course includes updated techniques emphasizing governance, risk, and compliance concepts, scoping, and organizational/customer requirements, and demonstrating an ethical hacking mindset. It also includes updated skills on performing vulnerability scanning and passive/active reconnaissance, vulnerability management, as well as analyzing the results of the reconnaissance exercise, and much more. Expanded to focus on the importance of reporting and communication in an increased regulatory environment during the pen testing process through analyzing findings and recommending appropriate remediation within a report.

MIT-516 Advanced Security 1

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Security+ Certification. It emphasizes hands-on practical skills, ensuring the students are better prepared to solve problems with a wider variety of issues. It focuses on the latest trends and techniques in risk management, risk mitigation, threat management and intrusion detection. It establishes the

core knowledge required of any cybersecurity role and provides a springboard to intermediate-level cybersecurity jobs. Students will undertake a project that checks the baseline skills required to perform core security functions.

MIT-517 Advanced Security 2

Credits: 3

This course prepares students with the skills related to threats, attacks, and vulnerabilities, detect various types of compromise and have an understanding of penetration testing and vulnerability scanning concepts, technologies and tools, implement secure network architecture concepts and systems design, networking, identity, and access management, install and configure identity and access services, as well as management controls, hardware and network troubleshooting, risk management, implement and summarize risk management best practices and the business impact, security, and cryptography and PKI install and configure wireless security settings and implement public key infrastructure.

MIT-518 Cloud Administration 1

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Server+ certification. It covers the aptitude and proficiency required to understand server roles/specializations and interaction within the overall computing environment; identify environmental issues; understand and comply with disaster recovery and physical/software security procedures. Students will undertake a project to demonstrate skills in disaster recovery procedures, backups, and restorations, deployment and upgrade of system hardware and storage devices.

MIT-519 Cloud Administration 2

Credits: 3

The course will set the foundation for the student to be eligible for the Amazon Web Services AWS Cloud Practitioner certification. It covers the AWS shared responsibility model, security best practices, AWS Cloud costs, economics, and billing practices. It describes and positions the core AWS services, including computers, network, databases, and storage. Upon completion, students will effectively demonstrate an overall knowledge of the AWS Cloud independent of a specific job role.

MIT-520 Cloud Architecture

Credits: 3

The course will set the foundation for the student to be eligible for the AWS Solutions Architect certification. It covers the fundamentals of AWS architectural principles and services, and dives into each of the individual elements: IAM, S3, CloudFront, Storage Gateway, Snowball, EC2, CloudWatch, CLI, Lambda, Route 53, RDS, DynamoDB, Redshift, ElastiCache, Aurora, VPC, SQS, SNS, Elastic Transcoder, Kinesis, API Gateway, and so on. Students will undertake a project that covers Resilient Architectures, High-Performing Architectures, Secure Applications and Architectures, and Cost-Optimized Architectures. Students will undertake a project to architect their own solutions on AWS.

MIT-521 Cloud Operations

Credits: 3

The course will set the foundation for the student to be eligible for the AWS SysOps Administrator certification. It covers the following tasks: Support and maintain AWS workloads according to the AWS Well-Architected Framework, Perform operations by using the AWS Management Console and the AWS CLI, Implement security controls to meet compliance requirements, Monitor, log, and troubleshoot systems, Apply networking concepts (for example, DNS, TCP/IP, firewalls), Implement architectural requirements (for example, high availability, performance, capacity), Perform business continuity and disaster recovery procedures, Identify, classify, and remediate incidents. Students will undertake a project to administer applications on AWS from an operations point of view.

MIT-522 Cloud Development

Credits: 3

The course will set the foundation for the student to be eligible for the AWS Cloud Developer certification. It covers the following areas: Understanding of core AWS services, uses, and basic AWS architecture best practices; Proficiency in developing, deploying, and debugging cloud-based applications by using AWS; Identify the key features of the core AWS technologies used to build serverless applications, like S3, DynamoDB, Elastic Beanstalk, Lambda, and API Gateway; Implement AWS security best practices using IAM, KMS, and MFA; Configure AWS services for optimal performance. Students will undertake a project that checks their implementation and maintenance skills.

PHIL-101 Philosophy and Ethics

Credits: 3

This course introduces students to the fundamental concepts and questions in philosophy and ethics, exploring how they apply to contemporary issues and personal decision-making. Topics include major philosophical traditions, theories of morality, ethical frameworks, and critical thinking. Students will examine questions about the nature of existence, justice, free will, and the good life, while analyzing real-world ethical dilemmas in areas such as technology, business, and healthcare. Through readings, discussions, and written assignments, students will develop the skills to think critically, reason ethically, and articulate well-supported arguments.

PMAN-101 Project Management 1

Credits: 3

The course examines activities related to project planning and estimating project scope and schedule. It also examines processes for managing project resources. Upon completion of this course, students are expected to possess the foundational project management skills, business acumen, communication, and be able to do the following in small to mid-size projects: Plan and estimate project scope, resources, and schedule. It covers the entire project management life cycle including initiation, planning, execution, control, and closure.

PMAN-102 Project Management 2

Credits: 3

This course examines activities related to project planning and estimating project scope and schedule. It also examines processes for managing project resources. Upon completion of this course, students are expected to be able to do the following: Plan and estimate project scope, resources, and schedule.

SECU-101 Cybersecurity

Credits: 3

The course prepares students to develop and implement risk governance frameworks that increase resilience for individuals, departments, and organizations. It takes an interdisciplinary approach to cybersecurity, examining the field through the lenses of ethics, communications, risk management, compliance law, security, computer science, and organizational change. Students will gain hands-on experience developing and executing integrated strategies, policies, and safeguards to manage risks across an organization.

SECU-102 Cyber Attack 1

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA PenTest+ certification. It covers the following topics: Planning a comprehensive vulnerability assessment; Managing security with a focus on compliance; Gathering information that can aid an exploitation; Analyzing vulnerability scan results; Exploiting vulnerabilities: network, wireless, application and RF; Reporting findings and mitigating vulnerabilities.

SECU-103 Cyber Attack 2

Credits: 3

This course gives students the knowledge and the ability to perform tests on a variety of devices and systems as well as the ability to not only exploit weaknesses but also to plan, scope and manage them. It imparts the most up-to-date skills in penetration testing and vulnerability assessment as well as the skills required to determine the resiliency of systems against attacks. It also gives students the context, mindset, and skills necessary to expand an organization's security apparatus.

SECU-104 Advanced Security 1

Credits: 3

The course will set the foundation for the student to be eligible for the CompTIA Security+ certification. It covers the latest pen testing techniques, attack surfaces, vulnerability management, post-delivery and compliance tasks. Upon completion, students will have the intermediate skills and best practices required to customize assessment frameworks to effectively collaborate on and report findings and communicate recommended strategies to improve the overall state of IT security. The skills covered by the course will help companies comply with regulations, such as PCI-DSS and NIST 800-53 Risk Management Framework (RMF), which require pen tests, vulnerability assessments and reports.

SECU-105 Advanced Security 2

Credits: 3

This course focuses on the most up to date and current skills needed for the following tasks: Planning and scoping a penetration testing engagement; Understanding legal and compliance

requirements; Performing vulnerability scanning and penetration testing using appropriate tools and techniques, and then analyzing the results; Producing a written report containing proposed remediation techniques, effectively communicating results to the management team, and providing practical recommendations.

SSKI-101 Creative Mind 3

Credits: 3

This course explores the nature of creativity and its applications across various disciplines, encouraging students to develop innovative thinking skills. Topics include the psychology of creativity, techniques for fostering creative problem-solving, and the intersection of creativity with technology, culture, and the arts. Students will engage in hands-on projects, brainstorming sessions, and collaborative activities designed to unlock their creative potential and apply it to real-world challenges. By the end of the course, students will have a deeper understanding of how to cultivate and leverage creativity in personal and professional contexts.

SSKI-102 Leadership

Credits: 3

This course examines the principles and practices of effective leadership, focusing on the skills and strategies necessary to inspire and guide individuals and teams. Students will explore various leadership theories, styles, and approaches while developing their ability to communicate vision, make decisions, and manage conflict. Topics include emotional intelligence, ethical leadership, team dynamics, and leading in diverse and global contexts. Through case studies, self-assessments, and interactive exercises, students will enhance their leadership capabilities and learn to adapt to different organizational and situational challenges.

SSKI-103 Creative Problem Solving

Credits: 3

This course focuses on innovative approaches to identifying, analyzing, and solving complex problems in academic, professional, and personal contexts. Students will explore techniques such as brainstorming, lateral thinking, mind mapping, and design thinking to generate and implement effective solutions. Emphasis is placed on developing critical thinking, collaboration, and adaptability in problem-solving processes. Through case studies, hands-on projects, and interactive activities, students will cultivate the skills needed to approach challenges creatively and make informed decisions.

SSKI-201 Balance Life

Credits: 3

This course explores strategies for achieving balance and well-being in a fast-paced and demanding world. Students will examine the interplay between personal, academic, and professional responsibilities, focusing on time management, stress reduction, goal setting, and self-care practices. Topics include mindfulness, work-life integration, emotional intelligence, and building resilience. Through reflective activities, discussions, and practical exercises, students will develop the skills to create a sustainable and fulfilling lifestyle while navigating challenges effectively.

SSKI-202 Organizational Behavior

Credits: 3

This course examines the behavior of individuals and groups within organizations, focusing on how these dynamics impact organizational effectiveness. Key topics include motivation, leadership, team dynamics, communication, organizational culture, and change management. Students will explore theories and frameworks that explain workplace behavior and apply them to real-world scenarios. Emphasis is placed on developing interpersonal skills, managing diversity, and fostering collaboration to improve organizational performance. Through case studies, role-playing, and group projects, students will gain insights into creating and sustaining high-performing organizations.

SSKI-203 Emotional Intelligence

Credits: 3

This course explores the concept of emotional intelligence (EI) and its importance in personal and professional success. Students will examine the core components of EI, including self-awareness, self-regulation, empathy, social skills, and motivation. Topics include the role of EI in leadership, teamwork, conflict resolution, and decision-making. Through assessments, interactive exercises, and case studies, students will develop practical skills to enhance their emotional intelligence, improve interpersonal relationships, and navigate complex social and professional environments effectively.

SSKI-204 Design Thinking

Credits: 3

This course introduces students to design thinking, a human-centered approach to innovation and problem-solving. Students will learn how to empathize with users, define problems, ideate solutions, prototype, and test ideas in iterative cycles. Key topics include user research, creative brainstorming techniques, rapid prototyping, and feedback integration. Through hands-on projects and collaborative teamwork, students will apply design thinking principles to tackle real-world challenges in diverse fields such as business, education, healthcare, and technology. The course emphasizes creativity, collaboration, and adaptability in designing effective, user-focused solutions.

SSKI-205 Negotiation Skills

Credits: 3

This course examines the nature of conflict and the methods to resolve conflict with an emphasis on collaborative problem solving and mediation. The theory and practice of negotiation are also studied, and students are given the opportunity to practice negotiation and mediation techniques through case study. Ethical decision making throughout these processes is addressed.

Announcement: Partnership with edX Expands Academic Opportunities

It is with great satisfaction that a partnership with edX, a global leader in online education, is announced as part of the 2024–2025 academic catalog.

This collaboration grants access to an extensive library of courses created by renowned institutions such as Harvard, Oxford, Berkeley, and MIT. These courses, available in multiple languages, will be offered to students at no additional cost, further enriching their educational experience with globally recognized content.

This initiative reflects a steadfast commitment to academic excellence and innovation, ensuring students are equipped with the knowledge and skills necessary to thrive in a rapidly evolving world.

Faculty Listing

Susane Martins Lopes Garrido	Ph.D. in Comp./Educ. – UFRGS, Brazil M.Ed. – PUCRS, Brazil
Jose Eduardo Campus	MPA – University of Washington B.Sc. in CS – PUCCAMP, Brazil Exec. Ed.: ICT & Public Policy – Harvard Exec. Ed.: ICT for HR – PUCCAMP, Brazil B.Sc. in Mil. Sci. – AMAN, Brazil
Patricia Rucker de Bassi	Ph.D. in Appl. Inf. – UFPR, Brazil M.Sc. in Appl. Inf. – UFPR, Brazil
Kym Grant-Horsey	D.M. in Info. Sys. Tech. – Univ. of Phoenix, AZ MBA in Info. Sys. Tech. – DeVry Univ., IL
Gustavo Menon	Postdoc in Human Rights – Univ. of Salamanca (USAL), Spain Ph.D. in Latin Am. Integration – USP (PROLAM), Brazil M.A. in Social Sci. (Politics) – PUC-SP, Brazil B.A. in Social Sci. (Politics) – PUC-SP, Brazil
Henrique de Castro Neves	Ph.D. in Applied Econ. Sci. – UnLaM, Argentina M.Sc. in Food Sci. & Tech. – UFJF, Brazil B.Sc. in Business – FMG, Brazil
Luciane Costa Dalboni	B.Sc. in Biomedicine – UNIP, Brazil (2011–2014) M.Sc. in Pathology – UNIP, Brazil (2015–2016) Ph.D. in Pathology – UNIP, Brazil (2017–2020)
Everton Carlos Gomes	B.Sc. in Chemistry – UNICENTRO, Brazil (2004–2007) B.Sc. in Administration – UNICSUL, Brazil (2016–2020) B.Sc. in Biological Sciences – UNICID, Brazil (2019–2020) B.Sc. in Pharmacy (in progress) – UniCesumar, Brazil (2022–2025) Specialization in Education – UNOPAR, Brazil (2020–2021) M.Sc. in Sciences – ITA, Brazil (2008–2010) Ph.D. in Sciences – ITA, Brazil (2010–2014)
Fabrcio Vieira Cavalcante	B.Sc. in Physiotherapy – Planalto Univ. Center, Brazil (2013–2017) M.Sc. in Public Health – UnB, Brazil (2018–2019) Ph.D. in Public Health (in progress) – UnB, Brazil (2021–2024)
Luis Naito Mendes Bezerra	B.Sc. in Accounting Sciences – FASP, Brazil (1986–1990) M.Sc. in Exact Sciences (Info. Systems) – UNG, Brazil (1994–1998) M.Sc. in Production Engineering – UNIP, Brazil (1985–1986) Ph.D. in Production Engineering – UNIP, Brazil (2014–2017)

Jacqueline Mendes Menezes	Postgraduate Certificate in People Management – PUC PR, Curitiba, PR (1997–1998) MEd in Education – Media and Knowledge – UFSC, Florianópolis, SC (2000–2002) Certificate in Personal and Executive Coaching – Integrated Coaching Institute, São Paulo, SP (2013–2014)
Alcimar Roberto Kowalski	MEd in Education and New Technologies – Centro Univ. International, Panama
Uipirangi Franklin da Silva Camara:	Ph.D. in Science of Religion – Methodist Univ. of São Paulo, Brazil MBA in Business Administration – Methodist Univ. of São Paulo, Brazil
Bárbara Mellado	B.Sc. in Pedagogy – UNISUL, Brazil (1980–1983) Specialization in People Management – PUC PR, Brazil (1997–1998) M.Ed. in Media & Knowledge – UFSC, Brazil (2000–2002) Certified Personal & Executive Coach – ICI, Brazil (2013–2014)
Betina Von Staa	Ph.D. in Economics – Federal Univ. of Rio de Janeiro (UFRJ), Brazil M.Sc. in Economics – Federal Univ. of Rio de Janeiro (UFRJ), Brazil
Emerson Rodolfo Abraham	Ph.D. in Production Engineering – UNIP, Brazil (2017–2020) M.Sc. in Production Engineering – UNIP, Brazil (2014–2016) MBA in Data Science (in progress) – FIAP, Brazil (2022–Present)
Fausto Vanin	Ph.D. in Computer Science (in progress) – Unisinos, Brazil (2020–2024) M.Sc. in Computer Science – PUC-PR, Brazil (2003–2005) Tech. Grad. in Computer Science – UCS, Brazil (2000–2002)
Gianfranco Muncinelli	B.Sc. in Electrical Engineering – Florianópolis, Brazil (1988–1995) M.Sc. in Electrical Engineering – Curitiba, Brazil (2002–2006) Ph.D. in Production Engineering – Curitiba, Brazil (2017–2022)
Kym Grant-Horsey	D.M. in Info. Sys. Tech. – Univ. of Phoenix, AZ MBA in Info. Sys. Tech. – DeVry Univ., IL

Luciano Rodrigues Marcelino	Ph.D. – UFSC, Brazil (2002–2007) Master’s – UNISUL, Brazil (2000–2002) BBA – UNISUL, Brazil (1995–2000) Specialization – OUI, Canada (2005–2007)
Mariana Ciccacio Mathias Ota	BBA – Universidade Presbiteriana Mackenzie, São Paulo, Brazil (2003–2006) Postgrad in Controlling – Universidade Presbiteriana Mackenzie, São Paulo, Brazil (2008–2009) MBA in Business Management – FIA, São Paulo, Brazil (2017–2019)
Nodja Maria Tavares Holanda	Ph.D. in Higher Education Management – UFSC, Brazil (2002–2007) M.Sc. in Executive Administration – UNISUL, Brazil (2000–2002) B.Sc. in Business Administration – UNISUL, Brazil (1995–2000) Specialization in University Management & Leadership – OUI, Canada (2005–2007)
Uipirangi Franklin da Silva Camara	Ph.D. in Science of Religion – Methodist Univ. of São Paulo, Brazil MBA in Business Administration – Methodist Univ. of São Paulo, Brazil
Vicente Menezes Ferreira Junior	Ph.D. in Economics – UFRJ, Brazil M.Sc. in Economics – UFRJ, Brazil
Simone Bergamo	D.Sc. in Administration – Univ. of Amazon, Panama M.Sc. in Psychology – PUCRS, Brazil MBA in Business Administration – ICSP, Brazil
Tamara Almeida Damasceno	D.Sc. in Business Administration – Univ. of Amazon, Panama M.Sc. in Business Administration – Univ. of Amazon, Panama
Veridiana Almeida	Ph.D. in Literature – UFSC, Brazil M.A. in Literature – UFSC, Brazil
Jaqueline Koehler	Ph.D. in Literature – UFPR, Brazil M.A. in Literature – UFPR, Brazil
Liliam Martinelli	Ph.D. in Education (Teacher Training) – PUC-PR, Brazil M.Ed. in Education – PUC-PR, Brazil
Marcia Mocelin	Ph.D. in Education – FGV Univ., Brazil M.Sc. in Administration – PUC-SP, Brazil
Maria Arroyo	D.Sc. in Business & Administration – Univ. of Amazon, Panama M.Sc. in Higher Education – Univ. of Amazon, Panama

Tamara Damasceno	D.Sc. in Business Administration – Univ. of Amazon, Panama M.Sc. in Business Administration – Univ. of Amazon, Panama
Keith Hardwicke	Ph.D. in Electrical Engineering – Univ. of Texas, TX M.Sc. in Electrical Engineering – Univ. of Texas, TX
Thomas Rzemysk	Ed.D. in Higher Education Leadership – Northcentral Univ., AZ M.Sc. in Security Management – Bellevue Univ., NE
Jared Perry	Ph.D. in Homeland Security – Northcentral Univ., CA M.A. in Strategic Intelligence – American Military Univ., WV
Justin Heim	Ph.D. in Business Administration – Northcentral Univ., AZ MPA in Public Administration – Univ. of Wisconsin, WI
Vivianna Byrd	Ed.D. in Organizational Leadership – Northeastern Univ., MA M.Sc. in General Psychology – Nova Univ., FL
Oluwunmi Ariyo	Ed.D. in Higher Administration – Univ. of Florida, FL M.A. in Communication – Wake Forest Univ., NC
Nichole Gotschall	Ed.D. in Higher Education Leadership – Walden Univ., MN M.A. in Teaching – Univ. of West Alabama, AL
Patrick Shipp	M.A. in Organizational Leadership – Waldorf Univ., IA
Rachel Seeber Conine	Ed.D. (ABD) in Education and Leadership – Univ. of New England, ME M.Sc. in Criminal Justice – Boston Univ., MA
Anne Caroline De Morais Santos	Ph.D. in Literature – Rio de Janeiro State Univ., Brazil M.A. in Literature – Rio de Janeiro State Univ., Brazil
Caroline Baron Marach	Ph.D. in History – Univ. of Paraná, Brazil
Claudia Cristina Mendes Giesel	Ph.D. in Education – Iowa State Univ., IA M.A. in Linguistics – Iowa State Univ., IA
Cleber Eduardo Karls	Ph.D. in Comparative History – Federal Univ. of Rio de Janeiro, Brazil M.A. in History – Federal Univ. of Rio Grande do Sul, Brazil
Eliana Claudia Graciliano	Ph.D. in Education – Federal Univ. of São Carlos (UFSCar), Brazil M.Ed. in Education – State Univ. of Maringá (UEM), Brazil
Joy Teles Oliveira	Ph.D. in Education – Texas A&M Univ., TX M.A. in Counseling – Dallas Baptist Univ., TX

Fabiana Alves Mourao	Ph.D. in Ecology – Federal Univ. of Minas Gerais (UFMG), Brazil M.Sc. in Ecology – Federal Univ. of Minas Gerais (UFMG), Brazil
Humberto Caetano Cardoso Da Silva	Ph.D. in Business – Federal Univ. of Pernambuco (UFPE), Brazil M.Sc. in Business – Federal Univ. of Pernambuco (UFPE), Brazil
Renato Da Costa Dos Santos	Ph.D. in Business Administration – Pontifical Catholic Univ. of Puerto Rico, Brazil B.A. in Business Administration – Pontifical Catholic Univ. of Puerto Rico, Brazil
Silvana Moreli Vicente Dias	Ph.D. in Literature – Univ. of São Paulo (USP), Brazil M.A. in Literature – Univ. of São Paulo (USP), Brazil
Marcia Regina Marteloza Cassitas	Postdoc in Administration (Renewable Energy) – Positivo Univ. (UP), Brazil Ph.D. in Administration (Technology) – Getulio Vargas Foundation (FGV), Brazil M.Sc. in Administration (Finance) – Pontifical Catholic Univ. of Paraná (PUCPR), Brazil Specialization in Marketing – Getulio Vargas Foundation (FGV), Brazil Specialization in Higher Education Didactics – Pontifical Catholic Univ. of Paraná (PUCPR), Brazil Specialization in Information Engineering – Pontifical Catholic Univ. of Paraná (PUCPR), Brazil Specialization in Finance – Catholic Faculty of Administration & Economics (FAE), Brazil Specialization in Administration – Catholic Faculty of Administration & Economics (FAE), Brazil B.Sc. in Technology – Federal Univ. of Paraná (UFPR), Brazil

