One of the main challenges that face institutions of higher education today, is remaining in a state of “Dynamic Equilibrium”. The equilibrium is crucial for the preparation of plans and the execution of projects that reflect the institution’s vision & goals.

However, this equilibrium may become redundant if not accompanied by a dynamic revision of these plans ensuring their compatibility with the rapidly changing economic, social and academic needs of the world.

The Modern University of Business and Science (M.U.B.S) cherishes its role as an institution of higher education committed to high quality education. M.U.B.S firmly believes in lifelong learning as a survival skill; integral for the graduation of effectively contributing members of the society. This role is primarily reflected in the name it carries, in the belief that modernity is a necessary element in equipping our university with the necessary tools to face the challenges of the Modern world. On the other hand, the commitment has been practically reflected in a number of national and international; academic and societal partnerships the university has successfully established.

During the past decade M.U.B.S has taken firm steps in a journey based on principles of openness and acceptance of different cultures promoted by a responsible freedom on both the academic and individual levels. Today, we are proud of our family that represents MUBS uniqueness. There are more than 1000 graduates who are applying their knowledge, skills and dispositions in a competitive, productive job market. In MUBS three campuses there are hundreds of students who are interacting with a team of creative academic and administrative members surrounded by a spirit of determination, honesty and care. Last but not least, MUBS enjoys the presence of countless friends who have long waited for an educational institution that is a source of a bright future full of hope and success for both the Lebanese and Arab youth.

As M.U.B.S prepares for a new academic year, its commitment to more advancements and progress renews. The practical translation of this commitment is through a number of accomplishments; in the completion of the internal infrastructure, in the development of educational programs, in seeking more interaction with the various economic sectors and the job market. M.U.B.S will continue to remain in a state of “Dynamic Equilibrium” that ensures its effective contribution to the community.

Dr. Hatem Alamy
## M.U.B.S BOARD OF TRUSTEES

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>DR. HATEM ALAMY</td>
<td>Chairman, M.U.B.S</td>
</tr>
<tr>
<td>DR. BASSEM KAISSI</td>
<td>Vice Chairman, M.U.B.S</td>
</tr>
<tr>
<td>MR. RAOUF ABOU ZAKI</td>
<td>General Manager, Al Iktissad Wal Aamal Holding.</td>
</tr>
<tr>
<td>MR. FADI ALAMEH</td>
<td>President, Al Sahel Group.</td>
</tr>
<tr>
<td>DR. NAEL ALAMY</td>
<td>Researcher - Saint Jude Children’s Research Hospital, Memphis.</td>
</tr>
<tr>
<td>DR. ISSAM JAWHARY</td>
<td>Director, Faculty of Education – Lebanese University (1994-2000).</td>
</tr>
<tr>
<td>MR. FARID JOUBRAN</td>
<td>Former Head of the Accountants Syndicate.</td>
</tr>
<tr>
<td>MR. MOUNIR HAMZEH</td>
<td>Consultant to the World Bank.</td>
</tr>
<tr>
<td>DR. GEORGES KALLASS</td>
<td>University professor for more than 25 years in Montreal and Lebanon.</td>
</tr>
<tr>
<td>DR. ABDEL RAOUF SINNO</td>
<td>University Professor and Former Dean in the Lebanese University – Faculty of Pedagogy.</td>
</tr>
<tr>
<td>DEAN DR. ASAAD THOUBIAN</td>
<td>Dean, Faculty of Social Sciences - Lebanese University (1993 - 1997).</td>
</tr>
<tr>
<td>LAWYER KAMAL AHMADIEH</td>
<td>Board Secretary</td>
</tr>
</tbody>
</table>
MECAT is the Founding Institution of the Business & Sciences University College (Decree 3585/2000)

In October 2007, the academic status changed from a university college to M.U.B.S. The University has three faculties: Faculty of Business Administration, Computer & Applied Sciences, Education & Social Work in addition to M.U.B.S’s Continuing Education Division (CED) that extends the resources of the university into the community by providing high quality educational opportunities for people with diverse educational and professional background.

M.U.B.S University has three campuses, the main campus in Damour, Near Mechref Entrance, Beirut Campus, in Hamra, Wardieh Square and Aley Campus, Arman District, which is the youngest of the three established in 2011.
نتيجة للتحول من المعهد الجامعي MUBS إلى جامعة الحديثة للإدارة والعلوم MUBS. وفقًا للمرسوم 868، الذي كان قد باشر العمل العام 2000، تم التوسع في برامج المعهد. liners المرسوم الخاص بإنشاء كلية الإدارة، كلية المعلوماتية، كلية العلوم التطبيقية، كلية التربية والعمل الاجتماعي، بالإضافة إلى قسم خاص للتعليم المستمر. وتضم هذه الكليات جميع الاختصاصات العصرية.

تتوزع فروع الجامعة بين الدامور (المقر الرئيسي) وفرع الحمرا - بيروت وفرع عاليه الذي نشأ العام 2011.
The past years witnessed a translation of the M.U.B.S visions, directions, and message starting with the graduation of different classes who are prepared and qualified for the highest job market requirements.

MUBS expressed its commitment to scientific research through continuous organization of research activities such as the Higher Education International Conference – HEIC 2009 and HEIC 2010, or through participating in international conferences and research projects (supported or sponsored) by international universities and organizations. This genuine commitment to scientific research is also expressed through cooperation with economic organizations in statistical research and census projects.

Community Service is one of the University’s main concerns which are realized through organizing events on campus or through student initiatives off campus, as well as through the continuous development of curriculums and programs that are directed towards solving social problems, which fall under the supervision of the Department of Social Work.

This opportunity, in addition to extension education and international diplomas, are in response to the principle of life-long learning, which is one of the most globally recognized edicts encompassing, influencing, and directing the evolution and growth of higher education.
HONORED BY M.U.B.S

- Minister Bahia Hariri
  Ex Minister of Education & Higher Education

- Professor Dr. Saleh Hachem
  Secretary General of Association of Arab Universities

- Dr. Joseph Mifsud
  President of EMUNI University

- Mr. Raouf Abu Zeki
  President of Al-Iktissad Wal-Aamal Group and Editor in Chief of the monthly magazine Al-Iktissad Wal-Aamal

- Mr. Nehmat Frem
  President - Association of Lebanese Industrialists (ALI)

Honorary Guest:
- Minister Ziad Baroud | 6th Graduation Ceremony 2010
- Dr. Isam Zaabalawi | 5th Graduation Ceremony 2009
- Mr. Talal Salman | 4th Graduation Ceremony 2008
- Minister Ghazi Aridi | 3rd Graduation Ceremony 2007

Modern University For Business & Science
The much anticipated Annual M.U.B.S Outdoors took place at the Damour Campus on Sunday, April 10th, 2011. The event kicked off with a marathon between 32 schools. Then Rudolph and Raja from the popular «Sawt il Ghad» radio station hosted a day jam packed with fun and special appearances by the stars of «Ajyal» Series. In spite of a few April showers, Joseph Attieh & Shaza Haasoun had the crowd rocking as they sang their most popular songs and latest hits. The day ended with the distribution of prizes and a buffet lunch.
On April 17th, 2011 M.U.B.S Aley organized its first Outdoors. The university had the honor to host his Excellency Minister Akram Chehayeb and more than a hundred schools in the region. The day started excitedly with a marathon of 2.6 km in which more than 50 high school students participated. The event also included a tree planting campaign, which revealed the high enthusiasm and dedication students show towards their environment. During the day, participants enjoyed a series of events such as singing and dancing performances, exciting activities on inflated games and much more! M.U.B.S also took the opportunity to give the second and third secondary students an overview of the various faculties and majors available at the university, and the manner in which they are prepared during their years of study at M.U.B.S for their future. The day ended with the distribution of prizes to students who have won in the competition organized by M.U.B.S Aley. Last but not least, everyone enjoyed the taste and ambiance created by the rural lunch.
President:
Professor Ali Cheaib

Deans Council:
Dr. Chad Audi
Dr. Hoda Sleem
Dr. Nizam Najd
Dr. Bilal Hussein

V.P. for Administrative Affairs:
Mrs. Sahira Moutaweh

Director of HR & Financial Affairs:
Mrs. Najwa Rafeh

Director of Students Affairs:
Ms. Nadine Alami

Academic Director – Damour Campus:
Mrs. Abir Takieddine Abou Diab
PhD finalist in Business - UPJV

Acting Campus Director – Aley:
Mrs. Yara Hilal Jurdi
PhD finalist at Leicester University

Director of Public Relations:
Mrs. Hikmat Ghanem Daou

Director of Marketing:
Mrs. Ghada Hamoud Alami

Institutional Research Office:
Dr. Raafat Taraf

Quality Center Coordinator:
Ms. Latifa Attieh
PhD candidate

Student Affairs:
Damour Campus: Mrs. Diana Nahle
Beirut Campus: Ms. Safaa Riman
Aley Campus: Ms. Lama Hilal

Registrar:
Damour Campus: Ms. Widad Abu Hadir
Beirut Campus: Mr. Rawad Breish
Aley Campus: Mr. Rajeh Sleem

Admissions Office:
Beirut Campus: Mr. Raed Abou Chacra
Aley Campus: Mrs. Maha Baz Hamdan

Business Office:
Damour Campus: Ms. Randa Fares
Aley Campus: Ms. Lama Abdel Samad

University Graphic Designer:
Mrs. Ginan Saeed Ghossainy

Sports and Activities Coordinator:
Mr. Fadi Fayad
Mr. Abdallah Abou Ghawsh

IT Department:
Damour Campus: Mr. Kassem Khaled
Beirut Campus: Mr. Ibrahim Zein
Aley Campus: Mr. Rami Wehbeh

Accountant:
Mr. Wissam Sleem

Supply & Maintenance Officer:
Mr. Saleh Alameh

Administrative Assistants:
Damour Campus: Ms. Nisreen Rizk
Damour Campus: Mr. Nassim Abbas
Beirut Campus: Ms. Nada Nasrallah
Aley Campus: Ms. Haneen Gharzeddine
### FACULTY OF BUSINESS ADMINISTRATION

<table>
<thead>
<tr>
<th>Name</th>
<th>Degree</th>
<th>Institution</th>
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</thead>
<tbody>
<tr>
<td>Dr. Abas Ollaik</td>
<td>PhD - Applied Mathematics, Université Lille, France</td>
<td></td>
</tr>
<tr>
<td>Mrs. Abir Takieddine</td>
<td>PhD Candidate - Université de Picardie-Jules Vernes</td>
<td></td>
</tr>
<tr>
<td>Mr. Ahmad Farroukh</td>
<td>MBA - Lebanese American University</td>
<td></td>
</tr>
<tr>
<td>Dr. Ali Abdallah</td>
<td>PhD - Economic, Kharki National University, Ukraine</td>
<td></td>
</tr>
<tr>
<td>Mr. Ali Abou Ali</td>
<td>MBA - Beirut Arab University</td>
<td></td>
</tr>
<tr>
<td>Mr. Bassam Mohtar</td>
<td>PhD Candidate - Lawyer, England</td>
<td></td>
</tr>
<tr>
<td>Mrs. Binaa Rafea</td>
<td>MBA - Modern University for Business &amp; Science</td>
<td></td>
</tr>
<tr>
<td>Dr. Elya Barsoum</td>
<td>PhD - Universitat twente Enschede, Holland</td>
<td></td>
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<tr>
<td>Dr. Guitta Abou Khalil</td>
<td>PhD - Management Information Systems, AABFS Jordan</td>
<td></td>
</tr>
<tr>
<td>Mr. Hussein El Khatib</td>
<td>MBA - Hamline University, USA</td>
<td></td>
</tr>
<tr>
<td>Dr. Imad Ghossaini</td>
<td>PhD - Business, BAU, Lebanon</td>
<td></td>
</tr>
<tr>
<td>Mrs. Jinane Haydar</td>
<td>MBA - Université Saint Joseph, Lebanon</td>
<td></td>
</tr>
<tr>
<td>Mr. Kamal AlDik</td>
<td>PhD Candidate - Florida, Atlantic University, USA</td>
<td></td>
</tr>
<tr>
<td>Ms. Latifa Attieh</td>
<td>PhD Candidate - UMH, Spain</td>
<td></td>
</tr>
<tr>
<td>Mrs. Maya Dawood</td>
<td>MS - Engineering, Lebanese University</td>
<td></td>
</tr>
<tr>
<td>Mr. Mohamad Fawaz</td>
<td>MBA - University of Quebec, Canada</td>
<td></td>
</tr>
<tr>
<td>Ms. Mona Mrad</td>
<td>MBA - Lebanese American University</td>
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</tr>
<tr>
<td>Mr. Mostapha Kamleh</td>
<td>MBA - Lebanese American University</td>
<td></td>
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<tr>
<td>Dr. Nizam Najd</td>
<td>PhD - Industrial Engineering and Management, OSU, USA</td>
<td></td>
</tr>
<tr>
<td>Dr. Pierre Khoury</td>
<td>PhD - Law, Université Montpellier I, France</td>
<td></td>
</tr>
<tr>
<td>Dr. Rabih Banat</td>
<td>PhD - Economics, France</td>
<td></td>
</tr>
<tr>
<td>Mr. Rani Zahed</td>
<td>MBA - Bournemouth University, UK</td>
<td></td>
</tr>
<tr>
<td>Dr. Sajih Rizk</td>
<td>Doctorate Droit - Université Panthéon, Assas Paris II</td>
<td></td>
</tr>
<tr>
<td>Mr. Samer Merhi</td>
<td>MBA - Lebanese American University</td>
<td></td>
</tr>
<tr>
<td>Mrs. Verra Kheir</td>
<td>MS - Agricultural Economics, AUB</td>
<td></td>
</tr>
<tr>
<td>Dr. Wael Dbeissi</td>
<td>PhD - Law, Islamic University, Lebanon</td>
<td></td>
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</table>
### FACULTY OF COMPUTER & APPLIED SCIENCES

<table>
<thead>
<tr>
<th>Name</th>
<th>Degree/Institution</th>
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<tbody>
<tr>
<td>Mr. Amin Sobh</td>
<td>MS - Engineering Concordia University, Canada</td>
</tr>
<tr>
<td>Ms. Abir Latham</td>
<td>Graphic Design, Lebanese American University</td>
</tr>
<tr>
<td>Dr. Bassam Merhib</td>
<td>PhD – Computer &amp; Electrical Engineering, University of Valenciennes – France</td>
</tr>
<tr>
<td>Dr. Bilal Hussein</td>
<td>PhD - Computer Science, France</td>
</tr>
<tr>
<td>Ms. Farah Younes</td>
<td>MS - Computer Engineering, University of Belfort, France</td>
</tr>
<tr>
<td>Mr. George Kassar</td>
<td>MBA - Lebanese American University</td>
</tr>
<tr>
<td>Mrs. Ginan Saeed</td>
<td>Graphic Design, Lebanese American University</td>
</tr>
<tr>
<td>Ms. Hanaa Abdel Khalek</td>
<td>MA - Fine Arts, Lebanese University</td>
</tr>
<tr>
<td>Mr. Haysam Maarouf</td>
<td>MS - Information Systems, Lebanese University</td>
</tr>
<tr>
<td>Dr. Kamal Baydoun</td>
<td>PhD - Informatique, France</td>
</tr>
<tr>
<td>Mr. Nidal Abou Saleh</td>
<td>PhD candidate - IT, Murdoch University Australia</td>
</tr>
<tr>
<td>Mr. Nijad Abdelsamad</td>
<td>MS - Graphic Design, Notre Dame University, Lebanon</td>
</tr>
<tr>
<td>Mr. Pierre Mathia</td>
<td>MBA, Lebanese American University</td>
</tr>
<tr>
<td>Dr. Raafat Tarraf</td>
<td>PhD - Mathematics, Université de Perpignan, France</td>
</tr>
<tr>
<td>Ms. Rola Abboud</td>
<td>Diplôme d'études supérieures spécialisées (Pub), University of Balamand</td>
</tr>
<tr>
<td>Ms. Samar El Fatayri</td>
<td>MS - Computer Science, AUB</td>
</tr>
</tbody>
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### FACULTY OF EDUCATION & SOCIAL WORK

<table>
<thead>
<tr>
<th>Name</th>
<th>Degree/Institution</th>
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<tbody>
<tr>
<td>Ms. Hiba Hariz</td>
<td>MA - Education, Lebanese American University</td>
</tr>
<tr>
<td>Dr. Hicham Harb</td>
<td>PhD - Pharmacology, University of London, UK</td>
</tr>
<tr>
<td>Dr. Hoda Slim</td>
<td>PhD - Philosophy in Social Work, Howard University, USA</td>
</tr>
<tr>
<td>Dr. Hassan Joumaa</td>
<td>PhD - Education, USJ, Beirut</td>
</tr>
<tr>
<td>Dr. Josephine Al Khawly</td>
<td>PhD - History + DESS in Education, USJ</td>
</tr>
<tr>
<td>Mrs. Lobna Ghosn</td>
<td>MA - Education, North Georgia College, USA</td>
</tr>
<tr>
<td>Dr. Nada Abou Ali</td>
<td>PhD - Education, Université Saint-Joseph, Lebanon</td>
</tr>
<tr>
<td>Mrs. Nadia Kabani</td>
<td>MBA - Modern University for Business &amp; Science</td>
</tr>
<tr>
<td>Dr. Rashrash Abdelkahlek</td>
<td>PhD - Education, Grenoble, France</td>
</tr>
<tr>
<td>Dr. Talal Jaber</td>
<td>PhD - Sociology of Knowledge, Paris VII</td>
</tr>
<tr>
<td>Dr. Tony Greige</td>
<td>PhD - Clinical Psychology, Lebanese University</td>
</tr>
<tr>
<td>Mrs. Yara Hilal Jurdi</td>
<td>PhD Candidate - Leicester University, UK</td>
</tr>
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### ELECTIVES

<table>
<thead>
<tr>
<th>Name</th>
<th>Qualification</th>
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<tbody>
<tr>
<td>Mr. Abido Basha</td>
<td>MA - Theatre, Lebanese University</td>
</tr>
<tr>
<td>Dr. Iyad Alameh</td>
<td>MD - University ULB, Belgium</td>
</tr>
<tr>
<td>Dr. Izat Zahr El dine</td>
<td>PhD Candidate - Arabic Language, Islamic University</td>
</tr>
<tr>
<td>Dr. Maamoun Tarabay</td>
<td>PhD - Sociology - L.U</td>
</tr>
<tr>
<td>Dr. Mohamad Ali Mokaled</td>
<td>PhD - Arabic Literature - Paris Sorbonne, France</td>
</tr>
<tr>
<td>Dr. Mona Reslan</td>
<td>PhD - Arabic Literature, Lebanese University</td>
</tr>
<tr>
<td>Ms. Nisrine Hilal</td>
<td>PhD Candidate - , France</td>
</tr>
<tr>
<td>Ms. Nour Sayegh</td>
<td>MA - Human Nutrition, AUB</td>
</tr>
<tr>
<td>Dr. Riad Sleem</td>
<td>PhD - Sociology, Lebanese University</td>
</tr>
<tr>
<td>Ms. Rola Chami</td>
<td>PhD Candidate - University of Grenoble, France</td>
</tr>
<tr>
<td>Dr. Tagrid Tawil</td>
<td>PhD - Arabic Language, Lebanese University</td>
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</tbody>
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### LANGUAGES

<table>
<thead>
<tr>
<th>Name</th>
<th>Qualification</th>
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</thead>
<tbody>
<tr>
<td>Mrs. Aline Daouk</td>
<td>BA - English Literature, Lebanese University + MBA</td>
</tr>
<tr>
<td>Mrs. Cathren Khnayser</td>
<td>MA - Education, Lebanese American University</td>
</tr>
<tr>
<td>Mrs. Dima Cheaib</td>
<td>Postgraduate Diploma in French, LU</td>
</tr>
<tr>
<td>Ms. Maysa Klaylat</td>
<td>MA - English Literature, AUB</td>
</tr>
<tr>
<td>Mrs. Nayla Asmar</td>
<td>MA - Education Technology, University of Michigan, USA</td>
</tr>
<tr>
<td>Mrs. Rebeca Kaadi</td>
<td>MA - English Literature, AUB</td>
</tr>
<tr>
<td>Mr. Sami Amer</td>
<td>MA - French, PhD Candidate, Lebanese University</td>
</tr>
<tr>
<td>Ms. Vanessa Chehadeh</td>
<td>MA - English Literature, LU</td>
</tr>
<tr>
<td>Dr. Wassim El Khatib</td>
<td>PhD - Education, Université AI X-Marseille, France</td>
</tr>
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</table>

### VISITING PROFESSORS

<table>
<thead>
<tr>
<th>Name</th>
<th>Qualification</th>
</tr>
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<tbody>
<tr>
<td>Prof. Belkacem Mostaefaoui</td>
<td>Directeur Adjoint chargé de la recherche scientifique, Ecole nationale superieur de journalisme et des sciences de l'information.</td>
</tr>
<tr>
<td>Prof. Jaime Marques - Pereira</td>
<td>Professeur, UFR d'économie et de Gestion, Université de Picardie Jules Vernes</td>
</tr>
<tr>
<td>Prof. Jean - Pierre Girard</td>
<td>Doyen de la faculté d'économie et de gestion, Université de Picardie Jules Vernes</td>
</tr>
<tr>
<td>Prof. Ramdane Mostaefaoui</td>
<td>Responsable du Programme MONE, Université de Picardie Jules Vernes</td>
</tr>
<tr>
<td>Prof. Stephane Gauvin</td>
<td>Professeur titulaire, Département de marketing, Faculté des sciences de l'administration Université Laval - Canada</td>
</tr>
<tr>
<td>Prof. Stephane Longuet</td>
<td>Directeur du centre de recherche, Université de Picardie Jules Vernes</td>
</tr>
</tbody>
</table>
ADMISSION
REQUIREMENTS

Admission to the University

Admission Criteria
Modern University for Business & Science recognizes the potential of students with a well-balanced record of academic and extra-curricular activities. The university seeks applicants possessing a strong academic record, leadership skills, a high level of commitment, and a potential for personal growth.

Refusal of Admission
The university reserves the right to reject any application for admission on the basis of the overall record even if, technically, the entrance requirements are satisfied.

Special Circumstances
In special circumstances, a student lacking the specified requirements may be admitted.

Admission Requirements to The UNDERGRADUATE PROGRAMS

Holders of the following degrees are eligible for admission to the undergraduate programs:

- Holders of the Lebanese Secondary Certificate (LCS) or the Technical Baccalaureate.
- Holder of a Secondary School Official Certificate equivalent to the LSC.
- High School students who completed 12 years of schooling (freshman Program)

REQUIREMENTS OF ADMISSION:

English Entrance Examination
All new students are required to sit for English placement test. The test will classify students on the basis of their results. Students may submit their TOEFL scores if taken (IBT score of 65 or more is required).

Math Placement Test
Students applying to the BBA faculty for computer Science will have to sit for a Math Placement Test. Students falling the test are required to take a remedial course: MTH101 Basic Math.

Arabic Entrance Examination
Students wishing to join the Faculty of Education & Social Work (Arabic Section) are required to sit for an Arabic Placement Test.

Graphic Design Entrance Examination
Students wishing to join the Graphic Design major are required to take a Graphic Design aptitude test.

Holders of the following degrees are eligible for admission to the undergraduate programs:

- Application form.
- 3 recent passport-size color photos certified by the mayor.
- 1 certified copy of the personal civil status record.
- 1 certified copy of the family civil status record and certificate from the National Social Security office if applicable.
- 1 certified copy of the Bacc II degree or equivalent.
- 1 certified copy of the official transcripts of the last three years of study (Tenth, Eleventh and Twelfth grades).
- A non-refundable application fee of $100.
- A non-refundable placement test fee of $30.
Transfer Students
Transfer applicants must submit a certified grade transcript issued by the university of origin and to enclose the prospectus or course contents of the program they have been engaged in.

Admission Requirements to the GRADUATE PROGRAMS:

Admission requirement
Admission to the Graduate programs at M.U.B.S. is based on evidence that the applicant has already attained a certain minimal academic proficiency and has demonstrated the capability to successfully pursue a Master degree. For applicants to qualify for clear admission to the Master program they must hold a bachelor degree from a fully accredited institution of higher education and have a minimum overall undergraduate grade point average of 2.75.

Required Documents:
- Application form.
- Certified copies of all official certificates or diplomas + official transcripts.
- A photocopy of the identity card, or passport and a family status document for applicants.
- Two letters of recommendation.
- M.U.B.S. Graduate Admission Test.
- TOEFL score (paper-based: 600, computer-based: 250, internet based: 100).
- CV.
- 2 photos.

Admission Requirements to the FRESHMAN PROGRAM:

Required Documents:
- Application form.
- Three recent passport-size color photographs certified by the mayor.
- One certified copy of the personal civil status record.
- One certified copy of the family civil status record and certificate from the National Social Security office if applicable.
- One certified copy of the official transcripts of the last two years of study.
- SAT I & SAT II scores.
- A non-refundable application fee of $100.
- A non-refundable placement test fee of $30.

TRANSFER STUDENTS

Students pursuing post-secondary studies at a recognized university or college should present a minimum overall grade point average of 2.0 (or equivalent) on their post-secondary studies to be considered for admission. Please be aware that possession of the minimum requirement does not guarantee admission; students may be expected to present higher grades for admission to any given year. If course work has been completed at multiple institutions, the academic performance at all institutions will be taken into consideration. Transfer applicants must submit a certified grade transcript issued by the university of origin and to enclose the prospectus or course contents of the program they have been engaged in. Please note that failure to provide a full and complete academic record relating to post secondary institutions attended may result in the cancellation of your application and/or admission, and/or expulsion once admitted.
Special Circumstances
Students may be admitted under special circumstances to individual courses which they are qualified to take.

Admission to CED
Minimum requirements: Secondary Level Education. Some participants may have the opportunity to enroll in individual courses without applying for the certificate.

Contact Information
All correspondence regarding admission should be submitted to the Office of Student Services, Main Campus Damour, Old Saida Road, Tel: 05 601801 / Fax: 05 601667, Beirut Campus: Hamra, Wardieh Square, Tel/Fax: 01 740050; e-mail: info@mubs.edu.lb, Aley Campus: Armen Street-Ghorayeb Street, Tel: 05/556628, Fax: 05/557746.

Application forms and full information on admission procedures are available from the Offices of Student Services and on the web at www.mubs.edu.lb.

Grading System
At the end of each semester, a single, final grade is recorded for each scheduled course.

Academic Standing at M.U.B.S. is based upon the grading system shown below.

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
<th>Q-Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>97 – 100</td>
<td>A+</td>
<td>4.0</td>
</tr>
<tr>
<td>93 – 96</td>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>90 – 92</td>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>87 – 89</td>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>83 – 86</td>
<td>B</td>
<td>3.0</td>
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<tr>
<td>80 – 82</td>
<td>B-</td>
<td>2.7</td>
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<tr>
<td>77 – 79</td>
<td>C+</td>
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</tr>
<tr>
<td>73 – 76</td>
<td>C</td>
<td>2.0</td>
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<tr>
<td>70 – 72</td>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>67 – 69</td>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>63 – 66</td>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>60 – 62</td>
<td>D-</td>
<td>1.0</td>
</tr>
</tbody>
</table>

F  Failing  
W  Withdrawal  
I  Incomplete
The following sections deal with fees, refunds and related matters. Students should read the sections that apply to their situations. Please contact us through the Office of Student Services if you have any questions. Please note that in the event of any conflict between this section and any other section of the calendar concerning fees or their calculation, this section will apply. Please note that M.U.B.S does not accept responsibility for any loss, damage, or interruption of classes, accommodation or meal service as a result of circumstances beyond the reasonable control of the university.

**4.1 Fees and Expenses**

**4.1.1 Full-time/Part-time Enrollment – Fall and Spring Semester**

For administration purpose, students enrolled in eleven or more credits in the Fall or Spring, including credits for Continuous Learning courses, are full-time for that term. All other students are part-time, in terms of payment of fees and administration purposes, for that term.

**4.1.2 Undergraduate Tuition Fees**

<table>
<thead>
<tr>
<th>Tuition</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition/Credit (Computer, Graphic Design &amp; Business)</td>
<td>$150</td>
</tr>
<tr>
<td>Tuition/Credit (Education &amp; Social Work)</td>
<td>$130</td>
</tr>
<tr>
<td>Freshman Program</td>
<td>$2000 per semester</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fees</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission Application</td>
<td>$100</td>
</tr>
<tr>
<td>Entrance Examination</td>
<td>$30 per exam</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>$80</td>
</tr>
<tr>
<td>Late Registration</td>
<td>$50</td>
</tr>
<tr>
<td>Change of Major</td>
<td>$100</td>
</tr>
<tr>
<td>Academic Fees + Insurance</td>
<td>$130</td>
</tr>
<tr>
<td>NSSF Fees (when applicable)</td>
<td>$100</td>
</tr>
<tr>
<td>Graduation fee</td>
<td>$150</td>
</tr>
<tr>
<td>Automation System (UMS)</td>
<td>$20</td>
</tr>
</tbody>
</table>

A student may not complete registration, graduate or receive any transcripts of records until all dues are paid.

**4.1.3 Graduate Tuition Fees**

<table>
<thead>
<tr>
<th>Tuition</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition/Credit</td>
<td>$190</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fees</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission Application</td>
<td>$150</td>
</tr>
<tr>
<td>Entrance Examination</td>
<td>$100</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>$100</td>
</tr>
<tr>
<td>Late Registration</td>
<td>$50</td>
</tr>
<tr>
<td>Academic Fees + Insurance</td>
<td>$130</td>
</tr>
<tr>
<td>NSSF Fees (when applicable)</td>
<td>$100</td>
</tr>
<tr>
<td>Graduation fee</td>
<td>$150</td>
</tr>
<tr>
<td>Automation System (UMS)</td>
<td>$20</td>
</tr>
</tbody>
</table>

A student may not complete registration, graduate or receive any transcripts of records until all dues are paid.
Today’s complex business world requires knowledgeable and versatile individuals. The modern businessman must have an understanding and appreciation of the various areas of business and the socio-economic environment in which business is conducted. The initial semesters provide a core curriculum for all business students. In the later semesters, when students have the knowledge to evaluate their business interests, students specialize in specific functional areas while still developing their overall business knowledge and transferable skills. The available concentrations are: Accounting, Banking & Finance, Business Administration, Business Information Systems, Human Resource Management, Management, Marketing, Tourism, Hospitality, International Business, Entrepreneurship and Economics.

Graduates of the business program are prepared for a wide variety of management-oriented positions. Graduates may find employment in general management, accounting, finance, production and inventory control, retail and industrial sales and distribution, human resources, advertising, marketing, and tourism and hospitality management. By applying what they have learned, the graduates should have excellent opportunities for advancement.
BS IN ACCOUNTING

Accountants provide the information necessary to determine and evaluate the long term and short term financial stability of companies, organizations or individuals. Accountants track expenses, provide detailed insight about the expenses and future paths, as well as prepare, analyze and verify financial documents.

The accounting graduate has a wide range of opportunities within the job market including Accountant, Accounting Manager, Accounting Supervisor, Actuary, Auditor Certified Public Accountant (CPA), Certified Internal Auditor (CIA), Consultant, Public Accountant (PA) and Tax Specialist.

BS IN BANKING AND FINANCE

Because of the expanding variety of financial services available today, individuals working in finance require an understanding of allied industries such as insurance, real estate and securities. Students majoring in banking and finance should become critical thinkers, research oriented, possess strong mathematical and computational abilities and able to work independently and in teams.

Banking and finance graduates have the chance of finding a job in the following fields: Bank Officer, Budget Analyst, Budget Manager, Controller, Credit Analyst, Credit Manager, Insurance Agent, Investment Analyst and Real Estate Agent.

BS IN BUSINESS ADMINISTRATION

Individuals who work towards a degree in BBA learn to achieve the objectives of an organization by planning and directing the activities of others, which leads to administering businesses. Large corporations and even government agencies are in need of such individuals.

A BBA student should have leadership, organizational and communication skills. BBA graduates have a broad range of job openings including Account Executive, Bank Officer, Department Store Manager, Facilities Manager, Manager of Administrative Service, Office Manager, Plant Manager and Retail Manager.

Students pursuing a BBA Degree can choose their major courses from all Business concentrations.
BS IN BUSINESS INFORMATION SYSTEMS

Individuals majoring in Business Information Systems develop a combination of business and technical knowledge. This major provides knowledge and skills in problem solving, business writing, management, and business organization. Graduates need technical knowledge, practical skills and the ability to function in local, national and global business environments.

BIS graduates can work as Information manager, Information supervisor, Network manager, Worldwide Web designer, Electronic commerce worker, Systems analyst, Application programmer and Office systems manager.

Emphasis Courses (25 credits) Choose from

- CSC202  Programming I
- CSC203  Programming II
- CSC205  System Analysis & Design
- CSC206  Software Engineering
- CSC209  Object-Oriented Programming
- CSC302  Computer Applications for Business
- CSC303  Operating Systems
- CSC304  Database Systems
- CSC305  Data Communication & Computer Networks
- CSC306  Web Programming
- BUS399  Senior Project (Mandatory)
- BUS400  Internship (Mandatory)

Special Topics or elective course from other concentrations

BS IN HUMAN RESOURCE MANAGEMENT

The BS in Human Resource Management is a coherent, holistic and robust program of study that will equip students with the cognitive, critical and intellectual skills and competencies required of today’s managers in the professional practice of human resource management. Successful graduates can make a significant contribution to their organizations through the immediate application of relevant theories and frameworks to HR practice.

Graduates can work as Personnel Officer, Human resource generalist, training specialist, job analyst and compensation & benefits specialist.

Emphasis Courses (25 credits) Choose from

- HRM301  Human Resource Management
- HRM302  Labor Law & General Employment Practices
- HRM303  Staffing
- HRM304  Training & Development
- HRM305  Compensation & Benefits Management
- HRM306  International Human Resource Management
- HRM307  Health, Safety & Security
- HRM308  Human Resource Information Systems
- MGT306  Leadership & Team Building
- BUS399  Senior Project (Mandatory)
- BUS400  Internship (Mandatory)

Special Topics or elective course from other concentrations

BS IN MANAGEMENT

Individuals working in the field of Management must feel comfortable organizing, planning and directing the activities of others. Managers are employed in virtually every type of industrial plants, commercial enterprises, social services, non profit and government agencies. A manager should possess good analytical, communication and leadership skills. The management major enables graduates to access jobs such as Administrative Assistant, Bank Branch Manager, Importer – Exporter, Manufacturing Representative, Office Manager, Production Coordinator, Production Planner, Real Estate Agent and Restaurant Manager.

Emphasis Courses (25 credits) Choose from

- ENT301  Entrepreneurship
- MGT303  International Management
- MGT304  Organizational Behavior
- MGT305  Project Management
- MGT306  Leadership and Team building
- MGT308  Strategic Management
- MGT307  Introduction to Production & Operations Management
- ACC301  Management Accounting
- ECO307  Managerial Economics
- HRM301  Human Resource Management
- BUS399  Senior Project (Mandatory)
- BUS400  Internship (Mandatory)

Special topics or elective course from other concentrations
BS IN MARKETING

Marketing is a broad, dynamic field for marketers, with many outstanding opportunities within all types of organizations. The Marketing Major is designed to provide students with a focused knowledge of marketing and its role in society, and the ability to engage in sophisticated marketing practice. Marketing personnel are concerned with the design, promotion, price and distribution of the product or service. They identify and define marketing promotions that will generate, refine, and create marketing opportunities.

The marketing major enables graduates to access jobs such as Sales Manager, Retail Store Manager, Market Research Analyst and Advertising Account Executive.

Emphasis Courses (25 credits) Choose from

- MKT301 Professional Selling & Sales Management
- MKT302 Services Marketing
- MKT303 International Marketing
- MKT304 Electronic Marketing
- MKT305 Advertising Strategies
- MKT306 Customer Service and Customer Relationship Management
- MKT307 Marketing Research
- MKT308 Consumer Behavior
- MKT309 Strategic Marketing
- BUS399 Senior Project (Mandatory)
- BUS400 Internship (Mandatory)

Special Topics or emphasis course from other concentrations

BS IN TOURISM

Tourism is expected to be the largest industry in the 21st century. Human resources development is necessary to respond to the growing needs of the sector. Our program is designed to educate and train students for managerial positions in the Tourism and Hospitality Industry. Graduates will be able to select from a wide range of career paths.

Graduates can work as F&B manager, hotel manager and restaurant manager.

Emphasis Courses (25 credits) Choose from

- TOU301 Introduction to Tourism
- THM301 Tourism & Hospitality Marketing
- TOU303 Tourism Information Systems
- TOU304 Tourism Policy & Planning
- TOU305 Ticketing & Reservations
- TOU306 Tour Operating & Consolidators
- TOU307 Wholesale Travel industry & Airlines
- THM302 Special Events Management
- THM303 Practicum
- BUS399 Senior Project / (Mandatory)
- BUS400 Internship / (Mandatory)

Special Topics or elective course from other concentrations

BS IN HOSPITALITY

The hospitality management major is designed to develop hospitality management leaders through sound theoretical coursework, innovative learning activities, mentoring opportunities, exposure to premier hospitality organizations and interactions with dynamic industry professionals. Hospitality Management provides quality-learning experiences to enhance initial employment opportunities and to improve technical and supervisory skills for career advancement in food service, lodging and tourism. It prepares students for a wide variety of positions in one of the largest and rapidly growing industries in the world. Positions in this segment of the hospitality/tourism industry include hotels, resorts, travel agencies, cruise lines, convention and visitor’s bureaus, airlines, tour operations, attractions and entertainment.

Emphasis Courses (25 credits) Choose from

- HOS301 Introduction to Hospitality
- HOS302 Hospitality Information Systems
- HOS303 Hospitality Operations
- HOS304 Lodging Management
- HOS305 Cost Control and Analysis
- HOS306 Food & Beverage Service & Management
- THM301 Tourism & Hospitality Marketing
- THM302 Special Events Management
- THM303 Practicum
- BUS399 Senior Project (Mandatory)
- BUS400 Internship (Mandatory)

Special Topics or elective course from other concentrations
BS IN INTERNATIONAL BUSINESS

As the global economy continues to expand, the demand for international business education is higher than ever and expected to increase. As a specialist who understands the diversity of international business—and is armed with a strong business school background—you can be a valuable participant in global business ventures. Cultural differences make international business more challenging, but with the globalization of the world markets, it is well worth the time and effort to learn multi-cultural business etiquette. This is one business area where a comprehensive, high level of education is crucial. College degrees are highly valued by other countries, so as you make international contacts, having a degree to add to your name is very important. In today’s global business market, a student with an international business degree can pursue a career as an international sales representative, global distribution manager, international trade manager, international marketing manager, or general business manager.

Emphasis Courses (25 credits) Choose from

IBU301 International Business
IBU302 Managing the Multinational Corporation
FIN305 International Financial Management
ECO305 International Economics
MKT303 International Marketing
ACC309 International Accounting Standards
HRM306 International Human Resources Management
BUS399 Senior Project (Mandatory)
BUS400 Internship (Mandatory)
Special topics or elective course from other concentrations

BS IN ECONOMICS

Majoring in economics enables the student to understand issues related to the national economy. Major economic indicators are explained such as the Gross Domestic Product and key policies are discussed such as the fiscal and monetary policy. Issues like unemployment, inflation, debt, deficit, development, and growth are presented and analyzed as well. Furthermore, an economics graduate is equipped with the needed knowledge to understand the cost structure of a firm as well as the market structure it operates in i.e. monopoly, oligopoly, or competition. He/she is taught how to optimize prices, minimize costs, and maximize profits. Students are also exposed to the international trade theories and labor theories.

A holder of a bachelor degree in economics is qualified to work in a firm and do micro operations or to specialize in the macroeconomic analysis.

Emphasis Courses (25 credits) Choose from

ECO301 Intermediate Microeconomics
ECO302 Intermediate Macroeconomics
ECO303 Public Finance
ECO304 Monetary Economics
ECO305 International Economics
ECO306 Economics of Growth and Development
ECO307 Managerial Economics
ECO308 History of Economic Doctrines
ECO309 Labor Economics
ECO310 Economics of Planning
ECO397 Special Topics in Economics
BUS399 Senior Project (Mandatory)
BUS400 Internship (Mandatory)
Special topics or elective course from other concentrations

BS IN ENTREPRENEURSHIP

The entrepreneurship track prepares students with the skills necessary to meet today’s business demands and those for the future. This track provides students with a solid business core that includes an extensive background in the functional areas of marketing, finance, accounting, and management; an understanding of the business environment to include the legal, economic, behavioral, human resource, ethical, and international aspects; technical skills in information systems and quantitative analysis; and the ability to communicate.

After specializing in this major, the students would be able to build on personal as well as external resources with a view to successfully launching and subsequently managing their enterprises. They would have the necessary know-how and ability in operations, finance, marketing and human resource management.

Emphasis Courses (25 credits) Choose from

ENT301 Entrepreneurship
ENT302 Entrepreneurial Ventures
ENT303 Entrepreneurial Marketing
ENT304 Venture Growth Strategies for Entrepreneur
ENT305 Entrepreneurial Finance
ENT306 Entrepreneurial Business Strategies
ENT307 Creating a Business Plan
ENT308 Global Entrepreneurship
ENT309 Social entrepreneurship
BUS399 Senior Project (Mandatory)
BUS400 Internship (Mandatory)
Special topics or elective course from other concentrations
MASTER OF
BUSINESS ADMINISTRATION MBA

Objectives:
The Business Administration Graduate degree program provides for breadth of study in the functional areas of business administration and management. The program is intended to prepare students for responsible careers in business enterprises, governmental organizations, and nonprofit institutions.

It is designed to provide opportunities for developing skills in scientific analysis and in an ability to integrate concepts and research findings of business and the social sciences. Students are prepared to draw logically sound conclusions, to think creatively, to communicate effectively, and to appreciate the role and responsibilities of business enterprises in our broad social framework.

In addition to developing a strong analytical foundation for making important and varied business decisions, M.U.B.S students also gain a deeper understanding of one special area by selecting from one of the six MBA concentrations (Accounting, Finance, Management, Marketing, Hospital Administration and Educational Management). The program is also open for people with undergraduate degrees other than business (law, engineering, life sciences, liberal arts ...) and the curriculum is flexible to meet their needs. Students are required to complete a minimum total of 39 credits (21 credits for the core and 18 for the Concentration and research requirements).

- Take six of the concentration courses.
- Take five of the concentration courses and MBA 698 (3Cr. Project).

The MBA program has three parts:

1. Prerequisite courses:

Prerequisite courses (Between 4 and 7 courses) are designed for those who have no previous business course work and need a background before beginning the advanced courses:

- Accounting I
- Accounting II
- Financial Management
- Microeconomics
- Macroeconomics
- Introduction to Management
- Introduction to Marketing

2. Core courses (21 credits)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC501</td>
<td>Financial Reporting and Control</td>
</tr>
<tr>
<td>MGT501</td>
<td>Managing Individuals and Organizations</td>
</tr>
<tr>
<td>ECO501</td>
<td>Business Economics Analysis &amp; Forecasting</td>
</tr>
<tr>
<td>ITC501</td>
<td>IT Strategies for a Networked Economy</td>
</tr>
<tr>
<td>HRM501</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>MKT501</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>STA501</td>
<td>Graduate Research Methods</td>
</tr>
</tbody>
</table>

Take six of the concentration courses.
Take five of the concentration courses and MBA 698 (3Cr. Project).
### Management

- **MGT601** Strategic Management
- **MGT602** Organizational Behavior and Group Dynamics
- **MGT603** Managing Change
- **MGT604** Managing Quality
- **MGT605** Managing Innovation and Creativity
- **MGT606** Legal and Ethical Issues in Management
- **MGT607** Production and Operations Management
- **MGT608** Managing Projects
- **MGT609** Advanced Topics in International Business
- **MBA697** Seminar / Management
- **MBA698** Project (Management)
- **MBA699** Thesis (Management)

Elective course from other concentrations

### Accounting

- **ACC601** Introduction to Financial Statement Analysis
- **ACC602** Tax Accounting and Planning
- **ACC603** Managerial Cost Accounting
- **ACC604** Intermediate Accounting I
- **ACC605** Intermediate Accounting II
- **ACC606** Auditing Issues and Problems
- **ACC607** Accounting Theory
- **ACC608** Advanced Topics in Accounting I
- **ACC609** Advanced Topics in Accounting II
- **MBA697** Seminar / Accounting
- **MBA698** Project (Accounting)
- **MBA699** Thesis (Accounting)

Elective course from other concentrations

### Marketing

- **MKT601** Direct Marketing
- **MKT602** Marketing Research
- **MKT603** Global Strategic Marketing
- **MKT604** Product and Brand Management
- **MKT605** Industrial and Government Marketing
- **MKT606** Consumer Behavior
- **MKT607** Supply Chain Management
- **MKT608** Entrepreneurial Marketing
- **EBU602** E-Business Marketing
- **MBA697** Seminar / Marketing
- **MBA698** Project (Marketing)
- **MBA699** Thesis (Marketing)

Elective course from other concentrations

### Hospital Administration

- **HSA601** Fundamentals of Hospital Administration
- **HSA602** Current Issues in Hospital Administration
- **HSA603** Advanced Topics in Insurance
- **HSA604** Managing Changes in Hospital
- **HSA605** Health Planning and Project Management
- **HSA606** Lebanese Healthcare System
- **HSA607** Ethics and Health Law
- **HSA608** Hospital Quality Management
- **MKT605** Services Marketing
- **MBA697** Seminar / Hospital Administration
- **MBA698** Project / Hospital Administration
- **MBA699** Thesis / Hospital Administration

Elective course from other concentrations

### Finance

- **FIN601** Corporate Financial Management
- **FIN602** Advanced Corporate Finance
- **FIN603** Money and Capital Markets
- **FIN604** Investments
- **FIN605** Portfolio Management
- **FIN606** Futures, Options and Financial Risk Management
- **FIN607** Mergers and Acquisitions
- **FIN608** Multinational Financial Management
- **FIN609** Financial Modeling
- **MBA697** Seminar / Finance
- **MBA698** Project (Finance)
- **MBA699** Thesis (Finance)

Elective course from other concentrations

### Educational Management

- **EDM601** Managing Educational Institutions
- **EDM602** Leadership and Team Building
- **EDM603** Managing Quality in Education
- **EDM604** Educational Laws and Policies
- **EDM605** Health, safety, and security in educational institutions
- **EDM606** Current Issues in Educational Management
- **EDM607** Supervision and Evaluation of Educational Programs, personnel, facilities and support services
- **EDM608** Educational Management Practicum
- **EDM698** Project (Educational Management)
- **EDM699** Thesis (Educational Management)

Elective Course from other concentrations
Fidèle à la vocation francophone du Liban, M.U.B.S a fondé une section française afin de permettre à ses étudiants de poursuivre leur éducation en économie et en gestion en langue française tout en respectant les mêmes critères de qualité et de compétence auxquels elle s'est vouée depuis sa fondation.

Pour garantir l'application des normes européennes et françaises dans l'enseignement, M.U.B.S a établi un partenariat avec l'Université de Picardie Jules-Verne à Amiens en France au niveau de la licence en gestion et du Master en Management des Organisations de la Net Economie.

Grâce à ses programmes, les étudiants ont la possibilité de s'inscrire parallèlement au Liban et en France, puis de continuer leurs études respectivement dans l'un des deux pays ou dans l'un des 14 pays dans lesquels le diplôme est certifié.

En outre, l'étudiant aura à la fin de ses études deux diplômes: un français de l'Université de Picardie Jules Verne (UPJV) et un autre libanais de M.U.B.S.

Enfin, un groupe de professeurs intervenant dans plusieurs pays comme la France, le Canada collaboreront avec M.U.B.S. pour assurer un standard académique de haut niveau.

Le programme de Gestion des Entreprises est formé de 94 crédits. La durée des études à plein temps est de trois ans à raison de 30 crédits par an (15 crédits par semestre). Dans le cas des études à temps partiel, la durée sera prolongée jusqu'à cinq ans (à raison de 9 crédits par semestre), ce qui fait une durée moyenne de quatre ans (à raison de 12 crédits par semestre).

A moins d'indication contraire, tous les cours sont de trois crédits. En règle générale, un crédit de formation correspond à environ 15 heures de cours et à 30 heures de travail personnel.

Avant de s'inscrire à un cours, l'étudiant doit s'assurer de respecter les exigences des cours pré-requises spécifiées selon le code. De plus, le cheminement dans le programme impose certains de ces pré-requis. A noter que les mêmes cours sont disponibles en français et en anglais.

Critères d'admission:
Titulaires du Baccalauréat Libanais ou du Baccalauréat Technique (ou tout autre diplôme équivalent).

Examen d'entrée:
Les candidats doivent se présenter pour des tests d'aptitude en français et en Mathématiques. Le test de français permet de classer l'étudiant selon son niveau en langue française. Le test de Mathématique permet d'identifier les connaissances de l'étudiant des principes basiques.

Au cas où l'étudiant échouerait le test, il suivra un cours de Mathématiques préparatoires: MTH101 de base.

Documents requis:
- Formulaire de demande d'admission.
- 3 photos d'identité couleur récentes certifiées par le maire.
- 1 copie certifiée conforme de l'extrait d'état civil individuel.
- 1 copie certifiée conforme de l'extrait d'état civil familial et une attestation de la CNSS si le candidat en bénéficie.
- 1 copie certifiée conforme des relevés de notes des trois dernières années d'études (Seconde, Bac I, Terminale).
- 1 copie certifiée conforme du Baccalauréat Libanais 2ème partie ou équivalent.
- Frais de dossier non remboursables $100.
- Frais d'examen d'entrée non remboursables $60.

IV- Les candidats en provenance d'autres universités doivent présenter leur fiche de notes certifiée par l'université d'origine accompagnée du prospectus du programme suivi.
Règlement

Régime des études
Le régime des études adopté à M.U.B.S. se fonde sur le système modulaire d’unités capitalisables semestriellement ou « crédits ». Un crédit est l’unité de volume horaire semestriel dans chaque faculté/majeure

Crédit Heure (Cr.h.):
Un crédit représente 1 heure d’enseignement par semaine durant un semestre de 15 semaines.

Cours:
Les cours sont représentés sous forme de cours magistraux, de travaux dirigés, de travaux pratiques ou de travaux personnels (projets, mémoires, stages, etc....). Chaque cours se voit attribué un titre, un certain code et est lié à d’autres cours dans une faculté/département.

Curriculum:
C’est une description complète des cours dans une faculté/département. Il se compose de trois parties :

- un programme de cours,
- un stage de formation pratique,
- un de projet de recherche principal qui permet aux étudiants de chercher, de trouver et d’appliquer une théorie, puis de présenter cette recherche sous forme d’une communication écrite et orale.

Frais de Scolarité

FACULTÉS PRIX DU CRÉDIT
Gestion des Entreprises $ 130

LES FRAIS POUR L’ANNÉE 2010 - 2011 SONT:

Dossier D’inscription $ 100
Test D’aptitude $ 60 ($ 30 / par Examen)
Frais de Changement de Spécialisation $ 100
Frais de retard d’inscription $ 50

Frais Fréquentes:

Registration pour le semestre $ 80/Par Semestre
Frais Annuelle $ 130 /Par An
Systèmes de Management de l’Université (UMS) 20/Par Semestre
CNSS $ 100 /Par An
LA LICENCE EN SCIENCES DE GESTION

GESTION DES ENTREPRISES

Pré-requis
Français I - Français II - Maths Basiques

<table>
<thead>
<tr>
<th>Éducation Générale  (12 crédits)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cours Optionnels  (9 crédits à sélectionner)</td>
</tr>
<tr>
<td>Exigences Générales  (12 crédits)</td>
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<tr>
<td>Maths  (6 crédits)</td>
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<tr>
<td>Tronc Commun de Gestion  (36 crédits)</td>
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<tr>
<td>Option Management  (25 crédits)</td>
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<tr>
<td>Option Finance  (25 crédits)</td>
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<td>Option Comptabilité  (25 crédits)</td>
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<tr>
<td>Option Marketing  (25 crédits)</td>
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</table>

Master Professionnel / Recherche en Management des Organisations en Contexte International

(2 ans) Université de Picardie UPJV - France

L'objectif
Ce master sert à donner à de futurs managers appelés à travailler sur les marchés à l'international, une formation polyvalente de haut niveau en gestion et administration d'entreprises.

LE DIPLÔME
Le Master en Management des Organisations est un diplôme organisé en quatre semestres (deux ans M1 et M2 de deux semestres).

M1: Master 1ère année Management International
M2: Master 2ème année Management des Organisations de la Net-Economie (MONE)

RÈGLEMENT DU DIPLÔME

Durée d'étude:
M1: 1 an (Octobre jusqu'à fin juillet).
M2: 1 an (Octobre jusqu'à fin juillet) en France, au Canada, au Liban ou dans l'un des pays où le programme est disponible.

A la fin des études, l'étudiant aura un Master en management des organisations (Un Bac+5). Les étudiants ayant obtenu avec une excellente appréciation leur Master, pourront intégrer la préparation d'une thèse de doctorat (en cotutelle entre le Liban et UPJV - France).

Langue d'enseignement
L'enseignement se fera en français. La maîtrise de cette langue est donc nécessaire.

UNIVERSITÉ DE PICARDIE JULES VERNES

Licence en Sciences de Gestion
Domaine Droit, économie, gestion
Mention Economie, Gestion
Parcours: Stratégie des Entreprises

Objectifs
Permettre aux étudiants d’acquérir des compétences solides en Économie et en Gestion et de leur faciliter l’orientation vers les matières dans lesquelles ils souhaitent approfondir leurs connaissances.

Débouchés
Les fonctions visées sont celles qui font appel aux sciences économiques et humaines et/ou à la gestion. Elles peuvent comporter une composante d’encadrement du personnel, elles peuvent aussi ne présenter qu’un caractère de haute technicité, soit en matière administrative générale, (domaine comptable, financière,…), soit dans quelques domaines spécifiques retenus dans la catégorie (banque, assurance). Ces fonctions peuvent être administratives et ne sont donc pas exclusivement techniques.

Durée : 6 semestres - 180 crédits européens (ECTS)
Temps plein - Tronc commun en 1ère et 2ème année,

Modern University For Business & Science
Master 1ère année Management International

Objectifs
• Donner à de futurs managers appelés à travailler sur les marchés à l’international, une formation polyvalente de haut niveau en gestion et administration d’entreprises.
• Le M1 est composé de 2 semestres, soit 11 modules pour un total de 60 ECTS.
ECTS : European Credit Transfer System (Normes communes aux universités européennes).

Semestre 1 ECTS
UE1-UE Fondamentaux de mention 16
Analyse des systèmes économiques et changements institutionnels 4
Analyse de la firme 4
Institutions monétaires et finances internationales 4
Politique générale de l’entreprise 4
UE2-UE Fondamentaux généraux 14
Stratégies et Marketing à l’international 4
Contrôle de direction et management interculturel 4
Période de formation professionnelle en entreprise en alternance sanctionnée par un projet professionnel 6
Total Semestre 1 30

Semestre 2 ECTS
UE3-UE communs de mention 6
Langues étrangères appliquées 2
Informatique de gestion 4
UE4-UE de préparation à la spécialité 12
Management de projet en contexte international 4
Techniques quantitatives appliquées à la gestion 4
Economie européenne 4
UE5-UE Opérationnels de spécialité 12
Période de formation professionnelle en entreprise en alternance sanctionnée par un projet professionnel 6
Total Semestre 2 30

Master 2ème année Management des Organisations de la Net-Economie (MONE)

Objectifs
• Donner à de futurs managers appelés à travailler dans de cadre d’activités électroniques, une formation polyvalente de haut niveau dans les domaines du e-management et du e-business.

Semestre 3 ECTS
UE1-UE Fondamentaux de mention 4
Management de l’information et compétitivité des organisations 4
UE2-UE Fondamentaux de spécialité 12
Concepts et modèles de l’e-business 4
Net-économie et développement durable 4
Management et productivité des TIC 4
UE3-UE Opérationnels généraux (6 ECTS à choisir dans une des 2 voies) 6
Voie professionnelle (A choisir 2 parmi 6) 6
Economie de l’innovation 3
Analyse et conception des SIO 3
Data mining 3
Financement de l’entreprise 3
Informatique et NTIC 3
Microfinances 3
Voie recherche (A choisir 3 parmi 4) 6
Economie des institutions 2
Théorie monétaire approfondie 2
Macroéconomie mondiale 2
Sciences sociales et institutions économiques 2
UE4-UE Opérationnels de spécialité 8
2 matières au choix 8

Semestre 4 ECTS
UE1-UE de spécialisation 8
2 matières au choix 8
Aspects juridiques des activités e-business 4
Conception et pilotage des projets e-business 4
Conception/animation de sites web dynamiques en contexte e-business 4
UE2-UE Opérationnels de spécialité 6
Management de projet de création d’e-organisations 6
UE3-UE de professionnalisation 16
Voie professionnelle 16
Stage et formation professionnelle en entreprise 6
Rédaction et soutenance d’un projet professionnel de création d’entreprise 10
Voie recherche 6
Epistémologie 3
Méthodologie de la recherche 3
Rédaction et soutenance d’un mémoire de recherche 10
Total Semestre 4 30
M.U.B.S. is a university recognized for developing and delivering programs that are relevant to the computer industry’s constantly evolving requirements. Graduates of the faculty, majoring in computer science or communication systems, will be well equipped with strong understanding of programming, networking, electronics and computer hardware. Graphic design graduates will have a deep knowledge in web design, multimedia and advertising art direction.

**BS IN COMPUTER SCIENCE:**

In computer science, you learn about computer systems and how to design computer programs. Being a computer scientist enables you to build web pages, and to develop and test software. In order to succeed in this major, a student should be able to think logically and solve abstract problems. He should also be creative, patient and able to work as part of a team.

A computer science graduate is responsible for creating new ways to improve computers. Upon graduation with a degree in computer science, the graduate will be able to work as a programmer, system analyst or a provider of computer services (example an instructor) in addition to many other jobs.

### General Education Requirements (21 credits)

- **ENG201** Advanced English
- **ENG202** Applied Communication Skills
- **ARB201** Arabic Culture
- **CSC201** Introduction to Computers

### Elective Courses (9 credits) choose from

- **PHL201** Introduction to Philosophy
- **PSY201 I** Introduction to Psychology
- **SOC201** Introduction to Sociology
- **ARB202** Arabic Studies
- **POL201** Introduction to Political Science
- **CST201** Cultural Studies I
- **CST202** Cultural Studies II
- **TEF200** English Grammar
- **BUS200** Introduction to Business

### General Requirements (6 credits)

Choose from

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<td>Microeconomics</td>
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<td>Computer Graphics</td>
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<td>MTH205</td>
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### Core Courses (42 credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>MTH201</td>
<td>Calculus III</td>
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<td>MTH202</td>
<td>Discrete Mathematics</td>
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<tr>
<td>MTH203</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MTH204</td>
<td>Numerical Analysis</td>
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<td>Programming I</td>
</tr>
<tr>
<td>CSC203</td>
<td>Programming II</td>
</tr>
<tr>
<td>CSC204</td>
<td>Computer Organization and Assembly Language</td>
</tr>
<tr>
<td>CSC205</td>
<td>System Analysis and Design</td>
</tr>
<tr>
<td>CSC206</td>
<td>Software Engineering</td>
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<td>CSC207</td>
<td>Data Structures and Algorithms</td>
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<td>CSC209</td>
<td>Object-Oriented Programming</td>
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<td>CSC210</td>
<td>Computer Architecture</td>
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<td>CSC211</td>
<td>Artificial Intelligence</td>
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### Emphasis Courses (25 credits) Choose from

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<tr>
<td>CSC301</td>
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<td>CSC302</td>
<td>Computer Applications for Business</td>
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<td>CSC303</td>
<td>Operating systems</td>
</tr>
<tr>
<td>CSC304</td>
<td>Database Systems</td>
</tr>
<tr>
<td>CSC305</td>
<td>Data Communication &amp; Computer Networks</td>
</tr>
<tr>
<td>CSC306</td>
<td>Web Programming</td>
</tr>
<tr>
<td>CSC307</td>
<td>Principles of Programming Languages</td>
</tr>
<tr>
<td>CSC308</td>
<td>Human Factors in Computing</td>
</tr>
<tr>
<td>CSC311</td>
<td>Web Services</td>
</tr>
<tr>
<td>CSC312</td>
<td>Client Server Computing</td>
</tr>
<tr>
<td>CSC399</td>
<td>Senior Project (Mandatory)</td>
</tr>
<tr>
<td>CSC400</td>
<td>Internship (Mandatory)</td>
</tr>
</tbody>
</table>

Special topics or emphasis course from other concentrations

- All courses are 3 credit courses except for the Internship (1 credit)
BS IN COMPUTER & COMMUNICATION SYSTEMS:

With the increasing prevalence of computers and their usage in the world, came an increasing demand for professionals who can deal with computer software and hardware in all aspects. Students majoring in Computer and Communication Systems should have a strong foundation in mathematics and in physics. They should have the skills to explore and develop areas in computer design and application.

Upon graduation, students will have gained a deep understanding of computer hardware and communication. Graduates have a wide variety of career opportunities. They can work in industries where expertise in digital systems and computer hardware is needed. They can also work as security specialists, data communication specialists and network administration specialist.

General Education Requirements (21 credits)

- ENG201 Advanced English
- ENG202 Applied Communication Skills
- ARB201 Arabic Culture
- CSC201 Introduction to Computers

Elective Courses (9 credits) choose from

- PHL201 Introduction to Philosophy
- PSY201 Introduction to Psychology
- SOC201 Introduction to Sociology
- ARB202 Arabic Studies
- POL201 Introduction to Political Science
- CST201 Cultural Studies I
- CST202 Cultural Studies II
- TEF200 English Grammar
- BUS200 Introduction to Business CCS

Courses (47 credits)

- CCS 201 Introduction to Computer and Communication Systems
- CCS 202 Electric Circuits
- CCS 203 Electronic Devices + lab
- CCS 204 Electronic Circuits + Lab
- CCS 205 Logic Design
- CCS 206 Microprocessor Based Systems + lab
- CCS 207 Electrodynamics
- CCS 208 Computer Programming + lab
- CSC 207 Data structure and Algorithms
- CSC 303 Operating systems
- CSC 305 Data Communication & Computer Networks
- CCS 301 Signals and Systems
- CSC 302 Communication Systems
- CSC 206 Software Engineering
- CCS400 Internship

Mathematics (12 credits)

- MTH 213 Calculus and Analytic Geometry
- MTH 216 Differential Equations and Linear Algebra
- MTH 202 Discrete Mathematics
- MTH 215 Probability and Statistics

Science (8 credits)

- PHY 201 Physics: Electricity and Magnetism +

Choose 1 of the following:

- CHM 201 Chemistry: Chemical Principles + Lab
- BIO 201 Biology: Biology + Lab

English language:

- ENG205 Technical writing

Design Project:

- CCS 399 Project

INFORMATION SECURITY:

The requirement for computer security knowledge increases as new techniques and technologies are developed. Threats to the strengths of the existing protections in systems and network perimeters must be constantly upgraded. This specialization enables students to examine realistic examples of the crucial links between security theory and the day-to-day security challenges to IT environment. The focus is to provide students with the ability to ascertain the essentials of security threats, information assurance and security management in corporation. This specialization also examines the field of cyber-forensics including the dangers of cyber terrorism. At the end of the Computer and Information Security Specialization, students will complete a final written research project, demonstrating the ability to conduct an investigation on a workplace problem, identify an area for intervention, critique, justify, and recommend plan of preventative action.
**General Education Requirements (21 credits)**

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**Elective Courses (9 credits) choose from**

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<td>English Grammar</td>
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<td>BUS200</td>
<td>Introduction to Business</td>
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<td>CSS201</td>
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<td>CSS202</td>
<td>Computer Ethics (Mandatory)</td>
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**General Requirements (6 credits):**

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<tbody>
<tr>
<td>MTH205</td>
<td>Statistical Packages</td>
</tr>
<tr>
<td>CSS203</td>
<td>Cyberlaw and Privacy in a Digital Age (Mandatory)</td>
</tr>
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</table>

**Core Courses (42 credits)**

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<td>CSC304</td>
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**Emphasis Courses (25 credits) choose from:**

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<tbody>
<tr>
<td>CSS301</td>
<td>Information security - Mandatory</td>
</tr>
<tr>
<td>CSS302</td>
<td>Securing platforms and applications - Mandatory</td>
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<tr>
<td>CSS 303</td>
<td>Information security perspective on intranet, internet, and e-com merce infrastructure</td>
</tr>
<tr>
<td>CSS304</td>
<td>Hacker techniques, tools and incident handling</td>
</tr>
<tr>
<td>CSS305</td>
<td>Security policies and implementa tion issues</td>
</tr>
<tr>
<td>CSS306</td>
<td>User authentication systems and role-based security</td>
</tr>
<tr>
<td>CSS307</td>
<td>Network security</td>
</tr>
<tr>
<td>CSS308</td>
<td>Cryptography</td>
</tr>
<tr>
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</tr>
<tr>
<td>CSC400</td>
<td>Internship (Mandatory)</td>
</tr>
</tbody>
</table>

- All courses are 3 credit courses except for the Internship (1 credit)

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**BS IN GRAPHIC DESIGN:**

In graphic design, students study the visual, theoretical, historical and technical aspects of the discipline. Graphic designers find ways to communicate ideas visually. Graphic design includes imaging, illustration and photography. Students in this major should be creative and able to communicate ideas graphically and they should be able to use pictures and typography to promote ideas and products. Upon graduation with a degree in graphic design, you will be able to work as a web designer, publications designer, multimedia designer, or art director.

**General Education Requirements (21 credits)**

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<td>English Grammar</td>
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<td>BUS200</td>
<td>Introduction to Business</td>
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**General Requirement Courses (9 credits)**

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<tbody>
<tr>
<td>ART201</td>
<td>Fine Arts</td>
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<tr>
<td>ART203</td>
<td>Advertising Art Direction</td>
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<td>ART207</td>
<td>Portfolio preparation</td>
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<tr>
<td>GRA214</td>
<td>Graphics in the Environment</td>
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**Major Concentration Courses (73 credits)**

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<tbody>
<tr>
<td>DRA201</td>
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<td>Drawing &amp; Illustration 2</td>
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<td>Color Theories</td>
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<td>ART204</td>
<td>History of Art &amp; Design 1</td>
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<td>ART205</td>
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<td>ART206</td>
<td>Basic Photography</td>
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<td>GRA201</td>
<td>Fundamentals of Design 1</td>
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<td>GRA202</td>
<td>Fundamentals of Design 2</td>
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<td>GRA203</td>
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<td>Introduction to Typography</td>
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<td>GRA207</td>
<td>Computer Software I for GD+ Lab</td>
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<td>Printing Variables</td>
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</tr>
<tr>
<td>GRA400</td>
<td>Senior Project</td>
</tr>
</tbody>
</table>
MAJORS

BA in Education
BA in Early Childhood Education
BA in Educational Management
BA in Teaching English as a Foreign Language
BA in Social Work
Teaching Diploma

The University’s Education Department is committed to advancing educational theory and professional practice. We seek to achieve this through creative teaching, applied research and professional service. We are committed to the initial and continuing development of innovative and ethical teachers, administrators and researchers.

Our graduates have found rewarding career opportunities as early childhood educators, elementary teachers, infant/toddler care specialists, supervisors, administrators, resource teachers, early interventionists...

General Education Requirements (21 credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>ENG201</td>
<td>Advanced English</td>
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<tr>
<td>ENG202</td>
<td>Applied Communication Skills</td>
</tr>
<tr>
<td>ARB201</td>
<td>Arabic Culture</td>
</tr>
<tr>
<td>CSC201</td>
<td>Introduction to Computers</td>
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Elective Courses (9 credits) choose from

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>PHL201</td>
<td>Introduction to Philosophy</td>
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<tr>
<td>PSY201</td>
<td>Introduction to Psychology</td>
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<tr>
<td>SOC201</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>ARB202</td>
<td>Arabic Studies</td>
</tr>
<tr>
<td>POL201</td>
<td>Intro to Political Science</td>
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<tr>
<td>CST201</td>
<td>Cultural Studies I</td>
</tr>
<tr>
<td>CST202</td>
<td>Cultural Studies II</td>
</tr>
<tr>
<td>TEF200</td>
<td>English Grammar</td>
</tr>
<tr>
<td>BUS200</td>
<td>Introduction to Business</td>
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General Requirement Courses (15 credits)

<table>
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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>NUT201</td>
<td>Nutrition</td>
</tr>
<tr>
<td>HEA201</td>
<td>Health</td>
</tr>
<tr>
<td>ART202</td>
<td>Music</td>
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<tr>
<td>ART201</td>
<td>Fine Arts</td>
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<tr>
<td>MTE201</td>
<td>Math for Education</td>
</tr>
<tr>
<td>SCE201</td>
<td>Science for Education</td>
</tr>
<tr>
<td>EDU202</td>
<td>Environmental Education</td>
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Core Courses (34 credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>EDU201</td>
<td>Introduction to Education</td>
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<tr>
<td>PSY202</td>
<td>Developmental Psychology</td>
</tr>
<tr>
<td>EDU203</td>
<td>Classroom Teaching and Evaluation</td>
</tr>
<tr>
<td>EDU204</td>
<td>Instructional Strategy</td>
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<tr>
<td></td>
<td>and Teaching Methods</td>
</tr>
<tr>
<td>EDU205</td>
<td>Technology in Education</td>
</tr>
<tr>
<td>EDU206</td>
<td>History and Philosophy of Education</td>
</tr>
<tr>
<td>EDU207</td>
<td>Curriculum Planning &amp; Design</td>
</tr>
<tr>
<td>EDU208</td>
<td>Counseling &amp; Guidance</td>
</tr>
<tr>
<td>EDU209</td>
<td>Special Education</td>
</tr>
<tr>
<td>EDU210</td>
<td>Field Experience – Observation &amp; analysis</td>
</tr>
<tr>
<td>EDU211</td>
<td>Research Methods</td>
</tr>
<tr>
<td>EDU299</td>
<td>Seminar (1 credit)</td>
</tr>
</tbody>
</table>

Concentration Curses (25 credits)

from the chosen concentration
**BA in Education**

This major prepares students to be future teachers in public and private schools. They learn how to prepare lesson plans, lectures, discussions, activities and evaluation programs. The program provides opportunities for students to develop their communication and leadership skills.

Upon graduation, students develop a deep professional understanding of children's learning abilities and needs. Graduates may work besides teaching, as academic consultants, and trainers.

**Emphasis Courses (24 credits)**

choose from

- EDU301  Reading Instruction in the Elementary School
- EDU302  Teaching Math in Elementary School
- EDU303  Teaching Language Arts in Elementary School
- EDU304  Teaching Science in Elementary School
- EDU305  Teaching Social Studies in Elementary School
- EDU397  Special Topics in Elementary School
- EDU398  Practicum in Elementary School
- EDU399  Senior Project / Elementary School

*Emphasis course from other concentrations*

**BA in Early Childhood Education**

In this major, students are prepared to be well-qualified teachers for children in day care centers, kindergartens and pre-school programs. If you enjoy being around children then this is definitely the major that suits you most.

Students learn about child's development, nutrition and psychology. In order to succeed in this program, you should have good communication skills, patience and easiness. Upon graduation, you can work mainly in schools but you can also work in recreation centers and hospitals and in training centers.

**Emphasis Courses (24 credits)**

choose from

- ECE301  Introduction to Early Childhood Education
- ECE302  Play Activities, Arts materials
- ECE303  Sociology of the Family
- ECE304  Practicing Communication Skills
- ECE305  Early Childhood Curriculum
- ECE306  Crisis Intervention with families
- ECE307  Children's Literature
- ECE308  Children's Rights
- ECE398  Practicum / Early Childhood Education
- ECE399  Senior Project / Early Childhood Education
- ECE308  Legislation, Advocacy, and Administration

*Emphasis course from other concentrations*

**BA in Educational Management**

This major prepares students to be school administrators or supervisors.

This major focuses particularly on curriculum planning and organization, evaluation and studies of program effectiveness, staff development, leadership, decision-making and group behavior. Students should possess leadership traits, decision making abilities and interpersonal skills.

**Emphasis Courses (25 credits)**

choose from

- EDM301  Intro to Educational Management
- EDM302  Educational Laws and Policies
- EDM303  Leadership and Strategic Management
- EDM304  Management of Finance and External Relations
- HRM301  Human Resource Management
- EDM397  Special Topics in Educational Management
- EDM398  Practicum in Educational Management
- EDM399  Senior Project / Educational Management

*Emphasis course from other concentrations*
BA in Teaching English as a Foreign Language (BA TEFL)

The program was established to meet the growing need for qualified English language teachers in Lebanon and the region. Students following the TEFL curriculum at M.U.B.S will find the major particularly apt at preparing them to teach English in middle school or high school in Lebanon or abroad in the 21st century.

Core Courses (34 CREDITS)
- EDU201 Introduction to Education
- PSY202 Developmental Psychology
- EDU203 Classroom Teaching and Evaluation
- EDU204 Instructional Strategy and Teaching Methods
- EDU205 Technology in Education
- EDU206 History and Philosophy of Education
- EDU207 Curriculum Planning & Design
- EDU208 Counseling & Guidance
- EDU209 Special Education
- EDU210 Field Experience - Observation & analysis
- EDU211 Research Methods
- EDU299 Seminar: Safety Practices

Emphasis Courses (24 credits)
- TEF301 Introduction to Shakespeare
- TEF302 History of Literary Criticism
- TEF303 Major works of British and US literature
- TEF304 Post-Colonial Writing in English
- TEF305 Second Language Teaching Theory and Method
- TEF306 Teaching Listening and Speaking
- TEF307 Teaching Reading and Writing
- TEF308 Second Language Assessment, Evaluation, and Placement
- TEF397 Special Topics in TEFL
- TEF398 Practicum/TEFL
- TEF399 Senior Project/TEFL

Elective Course from other concentrations

General Education Courses (21 CREDITS)
- ENG201 Advanced English
- ENG202 Applied Communication Skills
- ARB201 Arabic Culture
- CSC201 Introduction to Computers

Elective Courses (9 credits)
- PHL201 Introduction to Philosophy
- PSY201 Introduction to Psychology
- SOC201 Introduction to Sociology
- ARB202 Arabic Studies
- POL201 Introduction to Political Science
- CST201 Cultural Studies I
- CST202 Cultural Studies II
- BUS201 Introduction to Business

General Requirement Courses (15 CREDITS)
- TEF201 Introduction to Linguistics (mandatory for TEFL major)
- ENG204 Efficiency Writing (mandatory for TEFL major)
- TEF202 Advanced English Composition (mandatory for TEFL major)
- TEF203 Literature and Culture (mandatory for TEFL major)
- TEF204 English Language History (mandatory for TEFL major)

BA in Social Work

The aim of the program of Social Service Worker is to provide students with the necessary skills and knowledge needed in social work, focusing on the person’s psycho-social needs in both community and institutional settings.

General Education Courses (21 CREDITS)
- ENG201 Advanced English
- ENG202 Applied Communication Skills
- ARB201 Arabic Culture
- CSC201 Introduction to Computer
- SOC201 Introduction to Sociology
- PSY201 Introduction to Psychology

Elective course from Humanities and Social Sciences
Elective Courses (6 credits choose from)

SSW301  Exploring Values
NUT201  Nutrition
SSW302  Community Mental Health
SSW303  Crisis Intervention
SSW304T   techniques of Social Work with Groups
SSW305  Social Worker Community Practice
SSW306  Social Work Practicum

Core Courses (67 credits)

PSY203  Human Interaction
PPO201  Introduction to Public Policy
BIO201  Human Anatomy & Physiology
SSW201  Introduction to Social Work
SSW202  Introduction to Social Services
SSW203  Human Behavior in the Social Environment
SSW204  Family Dynamics
SSW205  Human Sexuality
SSW209  Gerontology
EDU308  Special Education
SSW206  Social Work Practice Methods I (Family & Children)
SSW207  Law & Social Work
SSW210  Field Practicum
SSW208  Field Seminar (6 credits)
SSW301  Human Behavior in the Macro Environment
SSW302  Social Worker Practice Methods II
SSW303  Research Methods
SSW304  Social Worker Practice Methods III
SSW305  Seminar for Field Instruction
SSW306  Social Policy
SSW307  Field Concurrent Recent Issues Seminar

Teaching Diploma

The teaching diploma program aims to equip students with the knowledge, skills and attitudes which are necessary to prepare them for successful entry to the teaching profession as secondary school teachers who can teach their specialist subject at an appropriate level.

The program emphasizes methods and practices of teaching and the theoretical aspects of the study of education. Students are given the opportunity to gain practical experience in Lebanese schools (through collaborative agreements with MUBS). Practicum in schools is under the guidance of a MUBS faculty member and their school mentor.

Core courses (15 credits)

EDU401 Foundations in Education
EDU402 Educational Psychology
EDU403 Educational Technology
EDU404 Classroom Management
EDU405 Curriculum, Instruction, and Evaluation

A. TD in Elementary Education

1. One course from the Practice Teaching – Elementary (6 credits)

EDU430  Practice Teaching, Elementary Education: Math & Science
EDU431  Practice Teaching, Elementary Education: English
EDU432  Practice Teaching, Elementary Education: Arts & Social Studies

2. Two method courses from the following as recommended by the student’s advisor (6 credits)

EDU406  The Teaching of Mathematics in Elementary School
EDU407  The Teaching of Science in Elementary School
EDU408  The Teaching of Social Studies in Elementary School
EDU409  The Teaching of Arts in Elementary School
EDU410  The Teaching of English as a Foreign Language in Elementary School I
EDU411  The Teaching of English as a Foreign Language in Elementary School II

Total number of credits required (TD Elementary Education)

B. TD in Secondary Education

3. One course from the Practice Teaching – Secondary (6 credits)

EDU433  Practice Teaching, Secondary Education: English

EDU434  Practice Teaching, Secondary Education: Math
EDU435  Practice Teaching, Secondary Education: Science
EDU436  Practice Teaching, Secondary Education: Informatics
EDU437  Practice Teaching, Secondary Education: Economics

4. Two method courses from the following as recommended by the student’s advisor (6 credits)

EDU412  The Teaching of English as a Foreign Language in Secondary School I
EDU413  The Teaching of English as a Foreign Language in Secondary School II
EDU414  The Teaching of Math in Secondary School I
EDU415  The Teaching of Math in Secondary School II
EDU416  The Teaching of Science in Secondary School I
EDU417  The Teaching of Science in Secondary School II
EDU418  The Teaching of Informatics in Secondary School I
EDU419  The Teaching of Informatics in Secondary School II
EDU420  The Teaching of Economics in Secondary School I
EDU421  The Teaching of Economics in Secondary School II

Total number of credits required (TD Secondary Education)
A freshman student at M.U.B.S. is required to complete 30 credits in either the arts or science program.

Freshman students admitted to Bachelor of Arts programs are considered Freshman Arts students, while those admitted to Bachelor of Science programs are considered freshman Science students.

Applicants should obtain a minimum combined score of SAT I and SAT II of 2750 for freshman Arts and 2850 for freshman science.

### Freshman Arts Requirements:
- ENG 101 English 101
- ENG 102 English 102
- ARB 201 Arabic Culture
- ARB 202 Arabic Studies
- PSY 20 Int. to Psychology
- SOC 201 Int. to sociology
- ART 201 Fine Arts
- HEA 201 Health
- NUT 201 Nutrition

Choose one course of the following:
- BIO 101 Int. to Biological Science
- PHY 101 Int. to Physical Science
- CHM 101 General Chemistr

### Freshman Science Requirements:
- ENG 101 English 101
- ENG 102 English 201
- ARB 201 Arabic culture
- MTH 101 Calculus I
- MTH 102 Calculus II
- BIO 101 Int. to Biological Science
- PHY 101 Int. to Physical Science
- CHM 101 General Chemistry

Choose 2 courses of the following
- ART 201 Fine Arts
- NUT 201 Nutrition
- HEA 201 Health

Non-Arabic speaking Students can substitute their Arabic Requirements by taking courses from the following selection:
- ENG 201 Advanced English
- ENG 202 Applied Communication Skills
- TEF 200 English Grammar
- PHL 201 Introduction to Philosophy
In the 21st century, continuing education has become an essential element for human development in areas such as adult literacy, life skills education, work-skills and training which goes beyond academia.

M.U.B.S. Training & Continuing Education Institute (TCEI) is a continuing education institution in Lebanon to meet the standards for licensed certificates from the Lebanese Ministry of Education and Higher Education.

M.U.B.S. (TCEI) is one of three institutions in the Middle East which are members of the University Continuing Education Association (UCEA) based in Washington D.C.

M.U.B.S. (TCEI) is once again making history through several agreements with regionally accredited institutions such as the Arab Academy for Banking & Financial Sciences (AABFS), and granting certificates of training through the American Bankers Associations (ABA).

OFFICIAL CERTIFICATIONS
M.U.B.S.’s CED offers officially recognized certificates in the following majors:

1. Business Administration
2. Human Resource Management
3. Project Management
4. Information and Communications Technology (ICT)
5. Marketing
6. Banking & Finance
7. Islamic Banking
8. Accounting
9. Hospital Management
10. The Certified Marketing Executive, CME
11. The Certificate in Customer Management

IT ACADEMY
Microsoft® Certified Application Specialist (MCAS)
Microsoft Office Specialist (MOS)
Internet and Computing Core Certification IC³
Adobe Certified Associate
SAT Preparatory Course
TOEFL Preparatory Course (Certified Center)
Center of Excellence in the field of information security in collaboration with HISPI
UNIVERSITY MEMBERSHIPS

International Association of Universities (IAU): www.iau-aiu.net
Association of Arab Universities: www.aaru.edu.jo
Academic Impact: www.academicimpact.org
Euro-Mediterranean University: www.emuni.si
Magna Charta Universitatum: www.magna-charta.org
Mena-Air: www.mena-air.org
ARAB ACRAO: www.arab-acrao.org
GUIDE Association: www.guideassociation.org
UCEA-University Continuing Education Association: www.ucea.edu
EPUF-Euromed Permanent University Forum: www.epuf.org

INTERNATIONAL PROGRAMS | Universities |

UNIVERSITÉ DE PICARDIE JULES VERNE UPJV (FRANCE):

MUBS signed a memorandum of cooperation with Université de Picardie Jules Verne in France to offer its Executive MBA in Lebanon. MUBS undergraduate students in the French section will also benefit from the faculty and student exchange programs with the French partner university.

Soon to celebrate 40 years of teaching, the University of Picardie has come a long way. It has taken up a twofold challenge:
• to welcome and train more than 21 000 students
• to develop professional training courses which are now recognized on the labor market.

Quality of teaching
The UPJV concentrates on quality rather than quantity. UPJV aims to transmit knowledge and to maintain a high level of teaching. In 3 words:
Multi-disciplinary:
18 faculties and institutes
Multi-site: located in 6 towns
Inviting: more than 21 000 students, 38 laboratories
The competence of the research teams is regionally, nationally and sometimes internationally renowned; they are growing stronger and links between public and private research are developing towards authorities and companies.

For more details, visit the university's website: www.u-picardie.fr
**MOUNT ALLISON UNIVERSITY (CANADA):**

MUBS signed a cooperative agreement with Mount Allison University. This agreement covers student exchange programs, and transfer students to complete a Bachelor degree at Mount Allison. Collaborations are underway for: a joint degree program, faculty exchange, as well as a sharing of methodology and curriculum materials.

*For more details, visit the university’s website: www.mta.ca*

**UNIVERSITY OF WALES INSTITUTE, CARDIFF (UNITED KINGDOM):**

MUBS is currently in the final stages for signing a Memorandum of Understanding with UWIC.

The memorandum is expected to cover
- Collaborative provision of the University of Wales Institute, Cardiff degrees in Lebanon
- Collaboration in Academic Research
- Exchange of Staff and Students

*For more details, visit the university’s website: www.uwic.ac.uk*

**UNIVERSITÉ DE LIÈGE (BELGIUM):**

In April 23rd 2008, MUBS and the Université de Liège signed a memorandum of understanding to exchange students and faculty, exchange scientific information, offering joint degrees and the possibility of joint supervision of doctoral thesis. The memorandum is a first step towards more cooperation between the two institutions.

*For more details, visit the university’s website: www.ulg.ac.be*

**WESTERN MICHIGAN UNIVERSITY**

Western Michigan University (Kalamazoo, Michigan, United States of America) and Modern University of Business & Science (Beirut, Lebanon) agree to establish a relationship of general academic cooperation. The purpose of this relationship is to enhance the capacity of both institutions to fulfill their academic missions and objectives through international education and international engagement.
THE TRANS-EUROPEAN MOBILITY PROGRAM FOR UNIVERSITY STUDIES (TEMPUS)

TEMPUS is the European Union’s programme which supports the modernisation of higher education in the Partner Countries of Eastern Europe, Central Asia, the Western Balkans and the Mediterranean region, mainly through university cooperation projects. To promote the reform and modernisation of higher education in the Partner Countries and to enhance the quality and relevance of higher education to the world of work and society in the Partner Countries. Also to increase the capacity of higher education institutions in the Partner Countries and the EU by enhancing mutual understanding between peoples and cultures of the EU and the Partner Countries.

Tempus finances two types of actions:
1. Joint Projects are based on multilateral partnerships between higher education institutions in the EU and the partner countries. They can develop, modernize and disseminate new curricula, teaching methods or materials, boost a quality assurance culture, and modernize the management and governance of higher education institutions.

2. Structural Measures contribute to the development and reform of higher education institutions and systems in partner countries, to enhance their quality and relevance, and increase their convergence with EU developments. Partnerships are made up of consortia of organizations including higher education institutions, businesses, ministries, NGOs, and other organizations working in higher education; both from the EU and partner countries.

COMPLETED PROJECTS:

BIRD: Benchmarking International Relations Offices for Development

M.U.B.S.; jointly with the American University of Beirut (AUB), was awarded on July 4th 2005 an EU project (TEMPUS Structural and Complementary Measures project). The European partners of the project are University of Saarland (Germany) and University of Alicante (Spain). The BIRD Project (Benchmarking International Relations Offices for Development) is a project funded by the European Commission in the framework of the TEMPUS MEDA program. The duration of this project was 12 months (October 2005-October 2006) and its main aim was to disseminate good practices in benchmarking analysis applied to university international relations in order to identify areas for change, and assists in setting targets for improvement.

QAHEL: Quality Assurance for Higher Education in Lebanon

M.U.B.S. was awarded a second EU project titled Quality Assurance for Higher Education in Lebanon (QAHEL). The objective of this project was to make the Lebanese Higher Education Institutions aware of the European Quality Assurance processes and to help them reform their higher education systems by achieving greater compatibility and comparability with the European systems of Higher Education. The grant holder of the project is the University of Sunderland (UK), the coordinator is M.U.B.S. (Lebanon) and the other partners are American University of Beirut (Lebanon), Beirut Arab University (Lebanon), CERAM (France), Hariri Canadian University (Lebanon) and Directorate General of Higher Education in Lebanon.
RUNNING PROJECTS:

ALTAIR Project

In a globalised world where knowledge creation is essential and competition becomes critical, Higher Education Institutions are put under pressure to formulate, discuss and communicate clear priorities and focus on efficient management, planning and resource processes to achieve excellence and ensure continuous performance improvement. In recent years, many Arab Higher Education Institutions (HEIs) have been adversely affected by economic social and even political conflict situations as well as by diminishing financial resources.

In view to this, the overall objective of the project is to strengthen the institutional capacity of Arab Universities in support of policy, management and planning at national and regional levels in order to meet accountability needs and successfully address growing demands upon Arab HEIs, despite diminishing resources.

TIES Project

TIES - TOWARDS AN INTERNATIONALIZATION OF HIGHER EDUCATION NETWORK FOR THE MEDIA REGION.

The purpose of the project is to contribute to the development of international relations (IRs) management in HEIs in the MEDA region, in particular in Algeria, Tunisia, Lebanon, Egypt, Morocco, and Jordan.

The project partnership is comprised of 3 European partners with expertise in institutional internationalization (UA, UPMF, and TUGM) and 12 partners from the MEDA region, hailing from Algeria, Tunisia, Egypt, Jordan, Morocco and Lebanon (2 per country). All seek to improve their international relations management.

The project will focus on strengthening the know-how and management capacities of the staff of the partner universities, and to build efficient structures for international relations. The project includes different types of actions, including on-site observation sessions, human resources development for both top-level management (Strategic level) and IRO staff (Practical level), the development of strategic internationalization plans for the participant institutions (with a period until 2015) and, the main output, a formalized regional network dedicated to internationalization. All the activities are designed to be complementary and drive the participants towards a more innovative and united approach to internationalisation and the management of international relations.

For more information go to:
Overall project objectives:
The main objective of this project is to improve leadership, governance and management of MEDA region higher education and converge it with that of EU universities. The project’s partners are joining forces in a Structural Network under the EU-funded TEMPUS Programme to respond to the Modernisation Agenda of the European Union and to the need to invest in people, to support future leaders and encourage the professionalization of higher education management at all levels.

There are five overall project objectives:
1. Capacity Building for Leaders in MEDA HEIs in Management and international relations.
2. Increasing inter-institutional networking between HEIs in the MEDA region & EU.
3. Creating better regional conditions for effective networking of HE centers in research, science and technology innovation.
4. Increasing Women participation in HE management and leadership.
5. Creating training facilities for HE management in MEDA region.

Sub-objectives of the project:
1. to enable current and future leaders in higher education are equipped with the skills and awareness of food practice to help them deliver continuous improvement and respond to future challenges
2. to contribute to national and/or regional policies and implementation plans for regional cooperation in higher education.
3. to increase inter-institutional networking between higher education institutions in the MENA region and with institutions in the EU.
4. to create better regional conditions for effective networking of higher education centres in research, science and technology innovation.
5. to enhance management and financial administration capacity of higher education institutions.
6. to assist MEDA higher education institutions become regional and/or international poles of attraction as they deliver labour market orientated study programmes, which satisfy quality standards.
7. to assist in the creation of a suitable regional institutional framework to pursue academic excellence in higher education.
8. to reinforce and help develop MEDA countries strategic expertise in fields linked to the socio-economic development of the country/region.
9. to assist with capacity building for international relations for MEDA region universities

THE PARTNERS:

| 1 University of Wales, Cardiff, UWIC | 10 Cadi Ayyad U, Marakesch, Morocco |
| 2 AUC, Egypt | 11 Superior Institute for science and technology Casablanca, Morocco |
| 3 Fayoum University, Egypt | 12 University of Bari, Italy |
| 4 Ein Shams University, Egypt | 13 Ionian University, Corfu, Greece |
| 5 University of Sfax, Tunisia | 14 Magna Charta Observatory, Bologna, Italy |
| 6 University of Sousse, Tunisia | 15 The Leadership Foundation |
| 7 Modern University for Business and Science, Lebanon | 16 University of Aachen, Germany |
| 8 Beirut Arab University, Lebanon | 17 Arab Network for Quality assurance, Cairo, Egypt |
| 9 King Hassan II U, Morocco | 18 Assoc of Arab Universities, Jordan |

ASSOCIATE PARTNERS

| 1 MOHE, Egypt | 2 MOHE, Lebanon | 3 MOHE, Morocco | 4 MOHE, Tunisia |
Aim
The ASPIRE Project aims to enhance the capacity of the six consortium universities in Jordan, Lebanon and
the Occupied Palestinian Territory by enabling them to develop sustainable programmes in entrepreneurship
in their countries.

Specific Objectives
1. To develop and implement a 3-module Enterprise Pathway in each partner country university, using VLE delivery;
2. To develop and implement a Masters Programme in Entrepreneurship jointly taught by universities in each
   partner country;
3. To promote the adoption of the Bologna system (together with QA procedures, ECTS and Diploma Supplement);
4. To improve the human capacity of partner country universities by providing upgrading opportunities in the EU
   for young and aspiring academic members of staff;

It is envisaged that these four specific objectives will contribute to a sustainable outcome that will promote cur-
riculum reform in enterprise education and leave a longer-term legacy for the partner country universities.

Outputs/Outcomes
The outputs/outcomes of the ASPIRE Project include:
1. teaching material for 3 undergraduate modules on the Enterprise Pathwa;
2. a new Masters Programme in Entrepreneurship in each partner country;
3. start of the Enterprise Pathway and Masters in Entrepreneurship Programmes in the six partner universities;
4. improved human capacity at partner universities;
5. improved understanding of the Bologna system and process;
6. a quality control procedure for the Project;
7. dissemination of Project results to other institutions and interested parties.

The direct target groups of this Project are the staff of the six partner country institutions, particularly the
younger staff, and students on the two new Entrepreneurship Programmes. This regional Project also aims to
enhance the cooperation between universities in the region and with EU partner institutions. The EU partners
of this Project have a rich experience of entrepreneurship education and a successful track record of previous
Tempus projects which will ensure that the consortium will be able to meet the Project objectives.
LIST OF PARTNERS

Coordinator: Staffordshire University (SU), United Kingdom

Jordan: Princess Sumaya University for Technology (PSUT), Jordan
Al-Hussein Bin Talal University (AHU), Jordan
Lebanon: Modern University for Business and Science (MUBS), Lebanon
Beirut Arab University (BAU), Lebanon
Palestinian Territories, Occupied
Birzeit University (BZU), Palestinian Territories, Occupied
Al-Quds University (AQU), Palestinian Territories, Occupied
European Union
Vrije Universiteit Brussel (VUB), Belgium
Université Panthéon-Assas, Paris II (UPP), France
Università degli Studi di Bari «Aldo Moro» (UB), Italy
Technological Educational Institute of Larissa (TEIL), Greece
University of Huddersfield (UH), United Kingdom

Project Coordinator: Dr Ian Jackson, Staffordshire University, UK
Project Administrator: Tom Ward, Staffordshire University, UK

UNAM PROJECT

Due to the economic recession, many HEIs seek a balance between academic excellence and effective resource management, with a growing emphasis on Financial Management (FM). For complex institutions on minimal budgets, FM represents serious challenges as well as needing strategies for greater autonomy and transparency in the four target countries of the project, Jordan, Lebanon, the occupied Palestinian Territory and Syria.

Hence, the HEIs now strive for a balance of efficient and quality FM management.

**Overall objective:**

Lends specific support to institutional demands for increased efficiency, autonomy and transparency in FM in partnering Southern Neighbouring Area (SNA) HEIs, in line with national schemes & regional Tempus priorities. UNAM seeks support mechanisms to existing ideas in target HEIs with specific objectives:

1. To develop transparent financial culture promoting decentralisation & financial autonomy
2. To create a platform for dialogue through a recognised regional network of HEI Managers to exchange good practice in FM;
3. To sustainably strengthen managerial, strategic, admin & technical capacities in eight SNA HEIs through targeted trainings, development of strategies & technical support systems for effective FM by 2013.

**for more information:** www.unam-network.net
COOPERATION PROTOCOL BETWEEN M.U.B.S AND THE CHOUF INDUSTRIALISTS GROUP

Under the patronage of his Excellency Mr. Walid Joumblat, M.U.B.S and the Commission of Cooperation among the Economic Sectors in AL Chouf launched a survey project covering all economic sectors in the area aiming to analyze the present situation and suggest ways to trigger further development.

A reception was held for the purpose at M.U.B.S- Damour on Thursday 5 May 2011 at 4:30 pm attended by a large audience including the municipalities’ councils of the villages concerned.

The reception was also an occasion for the signature of a cooperation protocol between M.U.B.S and the Chouf Industrialists Group according to which M.U.B.S offers its experts’ advice and support to establishments in needs in exchange of more job offers and trainings provided by the group to MUBS graduates and students.

Many delivered speeches during this reception and were presented by Mr. Toni Nohra, a member of the Group. Mrs. Abir Takieddine Bou Diab, the project coordinator, spoke of the importance of the survey to the area. She presented a brief overview of the main aims of the questionnaire and the importance of involving MUBS students in such a project.

The Commission head Mr. Talaat AL Lahham emphasized the importance of the cooperation between the commission and M.U.B.S to realize this ambitious project.

Mr. Bahij Abou Hamzeh spoke for the Lebanese Chamber of Industry and Commerce. Mr. Ziad Bekdach spoke for the Lebanese Industrialists Association, and they both stressed statistics as a lever for economic growth and sustainability.

M.U.B.S chairman Dr. Hatem Alamy insisted on the role universities can play in serving the community and his belief of the complementary role played by educational institutions and the job market.

His Excellency Depute Elie Aoun delivered a speech on the behalf of Mr. Joumblat in which he deeply appreciated the role M.U.B.S and the Commission are playing in fostering development in the Chouf.
LA MISSION D’UN CADRE DE L’UPJV A M.U.B.S

Dans le cadre de la collaboration entre M.U.B.S et l’Université de Picardie Jules Verne, le doyen de la Faculté de Gestion et d’Économie, M. le professeur Jean Pierre Gérard, a effectué une visite à M.U.B.S. Au cours de cette visite, M. Gérard a donné, lui-même, un cours sur l’éducation durable aux étudiants et s’est renseigné sur le déroulement des cours en Master MONE, diplôme commun entre les deux universités.

M. Gérard a rencontré, par ailleurs, le président du conseil stratégique de M.U.B.S, Dr Hatem Alameh. La réunion a débouché sur la finalisation de l’accord signé qui stipule la mise en place d’un cursus commun au niveau de la licence sanctionné par un double-diplôme: un diplôme libanais délivré par M.U.B.S et un diplôme français délivré par UPJV. Cette dernière partie de la convention entrera en vigueur en octobre 2011.

M. Gérard a tenu, également, une réunion avec les professeurs du Département de français à M.U.B.S au cours de laquelle il a présenté l’aspect opérationnel du programme commun entre les deux universités.

Après l’entrée en vigueur de la dernière partie de la convention, les étudiants de M.U.B.S pourront profiter d’un double-diplôme français et libanais en Gestion, au niveau de la licence et du Master qui débouchera sur l’obtention d’un doctorat délivré par l’Université d’Amiens (UPJV).

STEPAHNE GAUVIN VISITS M.U.B.S ALEY CAMPUS

“E-Business and its Prosperous Improvements” is the title of the presentation that Mr. Stepahne Gauvin discussed during his visit to M.U.B.S Aley campus on Wednesday May 11th, 2011. During his presentation Mr. Gauvin made a flash-back on the phases that some technologies have passed through before having their current advanced characteristics and gave the students an overview of how will the new technological generation look like. Aley students were a very attentive audience and showed great interest in Mr. Gauvin presentation.

DR. SAAD ANDARI VISITS M.U.B.S ALEY CAMPUS

«Entrepreneurs Lebanon, Challenges and Opportunities in Early Stage Financing» is the title of the lecture given by BDL’s second vice-governor Dr. Saad Andari who Visited M.U.B.S Aley Campus on Wednesday, March 23rd, 2011. Discussions focused on the role of graduates as risk taking and creative entrepreneurs where students’ questions proved to be very enriching. The audience was a combination of a prominent bankers and entrepreneurs in addition to M.U.B.S Aley and Damour students and Faculty.
The United Nations Academic Impact (UNAI) is a global initiative aimed at addressing areas of human rights, literacy, sustainability and conflict resolution. The Modern University for Business and Science (M.U.B.S) realized the common ground it shares with UNAI and became one of the founding members of this initiative in the year 2000. M.U.B.S participated in the inauguration ceremony where the UN Secretary Ban Ki-moon launched the UNAI initiative in a large and diverse gathering of academics from around the world at the UN headquarters in New York.

In this context, and as part of the campaign to promote «Education for a sustainable Future», the United Nations Department of Economic and Social Affairs (UNDESA) and UNAI organized a series of E-discussions on «Building a future for today’s youth: improving access» hosted by Facebook. Stemming from the belief that M.U.B.S holds about the power of discussion and the importance of hearing and attending to our Youth it moderated the E-discussions from the period of February 23 to March 1 2011, where the fourth and fifth UNAI principles were addressed; «A commitment to the opportunity for every interested individual to acquire the skills and knowledge necessary for the pursuit of higher education» and «A commitment to building capacity in higher education systems across the world» respectively.

Students, faculty and administrative staff of universities from all over the world shared their concerns, experiences and suggestions. Participation exceeded 200 posts and there was a fruitful cross cultural dialogue that truly reflected the globalization of education. At the end of the E-discussions, M.U.B.S prepared a report outlining the main issues discussed and recommendations made, which was submitted to UNAI and UNDESA. M.U.B.S will continue to support the role of education as a means of conflict resolution and cross cultural dialogue.

M.U.B.S Capacity Building Program Dinner with H.E. Salim Sayegh and Forty NGOs

Under the patronage of HE the Lebanese Minister of Social Affairs Dr. Salim Sayegh, the Modern University for Business & Science held an honorary dinner at the Holiday Inn Dunes hotel on Friday 3rd of December 2010. This dinner came as a final event after a three-day successfully organized capacity building program for 40 Lebanese NGOs at M.U.B.S. campus in Hamra, Beirut. Three speakers addressed an audience of 200 persons representing the civil society, military and security forces, religious clerks and M.U.B.S. Board of Trustees and staff.

HE Dr. Salim Sayegh, emphasized in his speech on the importance of partnership between the State, the NGOs and universities to face challenges. HE Dr Sayegh described this event as an occasion to recall that the balanced development is vital on the geographic scale as well as among social classes. At the end, the participation certificates sealed by M.U.B.S. and DRMM were distributed on the workshop participating NGOs. Moreover, Dr. Alamy presented to HE Dr. Sayegh a trophy of recognition as well as to the lecturers of the capacity building program.
THE FIRST COHORT OF TRAINEES OF THE INFORMATION SECURITY PROGRAM RECEIVE THEIR HISPI CERTIFICATES

Modern University for Business and Sciences (M.U.B.S.) conducted a graduation ceremony for the more than 30 trainees who terminated their Information Security program (The Holistic Information Security Practitioner (HISP) Certification course) in collaboration with HISPI (The Holistic Information Security Practitioner Institute) based in the USA.

During the program that lasted for a whole week at the M.U.B.S. in Beirut-Hamra, the trainees received valuable knowledge that help them to develop comprehensive and holistic information security awareness and, to acquire new practices in the field of security and risk management as well.

After a warm welcome from the part of M.U.B.S. to its guests (including the representative of the the Internal Security Forces’ general director, managers from Microsoft, faculty and students), the HISPI president and the American trainer, Mr. John Di Maria introduced the HISP program to the audience in addition to the best practices and techniques that help them avoid risks and take precautions against any threat in the field of Information Security.

Subsequently, Dr. Hatem Alamy (Chairman of the Board of Trustees at the M.U.B.S.), Colonel Elie Bitar (representative of the Internal Security Forces’ general director) and Mr. Di Maria distributed the HISP certificates for the trainees. Most of these trainees work for the Internal Security Forces, Banks (such as FransaBank, Al Mawarid Bank and Lebanese Canadian Bank), ALFA, financial institutions and other types of private corporations.

At the end of the ceremony, a MOU was signed between M.U.B.S. and HISPI to enhance cooperation and to organize further training activities.

The HISPI (The Holistic Information Security Practitioner Institute) based in the USA is an independent certification organization consisting of volunteers that are true information security practitioners, such as Chief Information Security Officers (CISOs), Information Security Officers (ISOs), Information Security Managers, Directors of Information Security, Security Analysts, Security Engineers and Technology Risk Managers from major corporations and organizations.

PRESENATION FOR JAD ORGANIZATION AT M.U.B.S ALEY CAMPUS

“Drug Abuse, Causes, Signs, and Treatment Methods” is the topic of the presentation that Dr. Nabih Merhy Eid, a founder of Jueness Anti Drogue Organization (JAD), discussed with M.U.B.S Aley students in an attempt to increase the social awareness against the drug abuse that destroys our youth every day.

The presentation took place on Wednesday May 11th, 2011 at M.U.B.S Aley Campus. Students are planning for workshops with JAD to give then a hand in their fight against drug addiction.
A TRADITIONAL LEBANESE DAY AT M.U.B.S ALEY CAMPUS

Exposure to different cultures is an essential element of accepting and appreciating different traditions and customs. M.U.B.S encourages students to learn about various cultures and believes in the importance of knowing about and taking pride in one’s own culture.

On Friday, May 27th, 2011 M.U.B.S. - Aley celebrated a Lebanese Cultural Day. The Lebanese traditions were revived by the presentation of Dabke dances and traditional Lebanese songs presented by M.U.B.S talented students. Furthermore, students enjoyed the preparation and taste of the Lebanese food, and played the games that they once enjoyed in their childhood together with members of the administration and faculty. Finally, the lottery drawn at the end of the day added to the excitement where many students won valuable prizes. The day culminated in M.U.B.S students voting for Jeitta Grotto to be one of the Seven Wonders of the World.

Mother’s Day CELEBRATIONS

M.U.B.S believes in the great similarity between the role of mothers and the role of education in graduating effectively contributing members of the society. On Monday, March 21st, 2011 M.U.B.S. Aley and Damour campuses celebrated Mother’s day and invited the mothers of all its students. At M.U.B.S. - Aley audience benefited from the experiences of Mrs.Khanoum Khadage, a renowned educator and an active member of the civil society and Mrs.Ghada Ghanem Aridi a successful journalist. M.U.B.S. - Damour Campus hosted the Actress Mireille Panossian and Dr. Nazek Abed.

CHARITY DINNER ORGANIZED BY M.U.B.S STUDENTS

As a partial fulfillment of the requirements of the Project Management course, the students of the Hamra campus organized a charity dinner for 46 students of «Khadijeh El Koubra» school. The money was raised from the class in addition to generous contributions of MUBS students, teachers and management in addition to other donors. The event included a small reception with juice followed by dinner. After dinner the students sang with our marvelous clown and then they were separated in two groups. One group played games while the others had their faces painted. The final part was the distribution of beautiful gifts. In addition to implementing project management practices in reality, the students were able to spread joy in the heart of the students for at least 3 hours in which the smile didn’t leave the children faces.
Spirit of challenge reached its peak on April 5th, 2011 during the Table Tennis Day at M.U.B.S Aley Campus.

There were 16 students playing for the championship in Table Tennis. The Winners were: Rami Al Saifi, first place, Zaher Daw, second place, and Fares Sobeh, third place. Medals were distributed to the winners by Mr. Fadi Fayad, the sports and activities coordinator at M.U.B.S.

Students enjoyed the tournament and showed enthusiasm to participate in future sports activities.
**M.U.B.S VISITS**

**EDUCATION DEPARTMENT VISIT TO «BAYT AL-YATIM AL-DURZI»**

The Education Department visited the organization of «Bayt Alyatim Al-Durzi» on the 12th of May 2011. Dr. Josephine Al khawly and Mrs. Lubna Ghosn of M.U.B.S accompanied the students.

The President of the Organization Mrs. Hayat Al-Nakadi, gave the students a tour of the different sections of the organization. The visit ended with a party held by M.U.B.S students at the kindergarten department.

**M.U.B.S VISITS HAMLEEN’S HOUSE FOR THE ELDERLY**

«In youth the days are short and the years are long; in old age the years are short and the days long.»

N. Ivanovich Panin.

M.U.B.S emphasizes the effective role that students can play in their society. Stemming from this, Aley Students’ Council organized a visit to Hamleen’s House for the elderly on April 18th, 2011.

On the occasion, students distributed presents for the elderly and shared with them a meal that was prepared by the students. Towards the end everyone was encouraged to share his talent with the others; so there was singing and dancing and a homely ambiance. The experience would definitely not be forgotten by M.U.B.S students and neither by our blessed elderly.

**THE EDUCATION DEPARTMENT AT M.U.B.S VISITS DEIR EL SALIB**

In fulfillment of their course requirements, the «Counseling and Guidance» class students accompanied by Dr. Josephine Khawli, Head of the Education Department at M.U.B.S., visited Deir El Salib Hospital, a specialized institution for Mental and Psychological Illnesses, on the 19st of January, 2011.

The students, who had the opportunity to observe real life cases at the pediatrics and youth section, thanked Sister Tamam Salameh (MD) who gave them a warm welcome and introduced them to the various treatment programs currently practiced at the hospital. This unique experience was characterized by knowledge enrichment in the field of social work. It helped students to contextualize their course content and foster a spirit of social responsibility and community welfare.
أ- أن يكون قد أكمل أكثر من 60 وحدة دراسية في برنامج الشهادة العلمية المسجل فيها.
ب- أنها تكون موقوفة عن الدراسة.

المادة التاسعة - العبء الدراسي:

يبلغ الحد الأعلى 18 وحدة دراسية (9 وحدات في فصل الصيف). ويجوز للطالب وبعد الحصول على موافقة رئيس قسمه الأكاديمي أن يسجل 21 وحدة دراسية (16 وحدة دراسية في فصل الصيف) إذا كان معدل التراكمي في الفصول الدراسية التي تضم أخر 30 وحدة دراسية لا يقل عن (0.00) من (0.00).

المادة العاشرة - المواطنة:

يحرم الطالب من الإستمرار في المقرر كما يحرم من دخول الاختبار النهائي إذا قلت نسبة حضوره عن (66.7٪) من المحاضرات والدروس العلمية المحددة للمقرر، سواء كان غيابه بعذر أو بدون عذر ويعطي تقدير منسحب (Withdraw).

المادة الحادية عشر - الإعتذار عن الإستمرار:

يجوز للطالب الإعتذار عن الإستمرار في دراسة فصل دراسي دون أن يعدّ راسباً، إذا تقدم بعذر مقبول لدى الجهة التي يحددها مجلس الجامعة، وذلك قبل بداية الاختبارات النهائية بأربعة أسابيع على الأقل.

المادة الثانية عشر - تأجيل الدراسة:

يجوز للطالب التقدم بطلب تأجيل الدراسة لعذر يقبله مجلس الكلية على ألا يتجاوز مدة التأجيل فصلين دراسيين، أو ثلاثة فصول غير متتالية، حداً أقصى، طيلة بقائه في الجامعة، ثم يطوى قيده بعد ذلك، ويجوز لجامعة في حال الضرورة الإستثناء من ذلك.

المادة الثالثة عشر - التخرج:

يخرج الطالب بعد إنهاء متطلبات التخرج بنجاح حسب الخطة الدراسية، على ألا يقل معدل التراكمي عن (4.00) من (2.00).

المادة الرابعة عشر - الفصل من الجامعة:

يفصل الطلاب من الجامعة في الحالات التالية:

أ- إذا حصل على ثلاثة إنذارات متتالية على الأكثر لإخفاض معدل التراكمي عن (1 من 4) وجلس الجامعة بناء على توصية مجلس الكلية إعطاء فرصة رابعة لم يحقق رفع معدل التراكمي بدراسته للمقررات المتاحة.
ب- إذا لم ينه الطالب متطلبات التخرج خلال مدة أقصاها نصف المدة المقررة لخريجه علاوة على مدة البرنامج، وجلس الجامعة إعطاء فرصة إستثنائية للطالب إنهاء متطلبات التخرج بعد أقصى لا يتجاوز ضعف المدة الأصلية المحددة للخريج.
ذلك بالإضافة إلى إرشاد الطالب خلال مراحل التسجيل المختلفة وتعريفه على الأنظمة الأكاديمية ومتاولة تقدّمه الدراسي منذ دخوله الجامعة وصولاً للتخرج.

المادة الرابعة - الحذف والإضافة:

يجوز للطالب تعديل جدوله الدراسي بإضافة أو حذف بعض المقررات وذلك بموافقة المرشد الأكاديمي، كما يمكنه حذف/إضافة مقررات أخرى خلال الأيام العشرة الأولى من الدراسة في الفصل الدراسي (خمسة أيام من فصل الصيف) دون أن يظهر ذلك في السجل الأكاديمي ويجب الحصول على موافقة المرشد الأكاديمي في حالتين الحذف أو الإضافة.

المادة الخامسة - إعادة مقرر دراسي:

إذا رسب الطالب في مقرر إلزامي فعليه إعادة إعادته. ويمكن للطالب أيضاً أن يعيد دراسة أي مقرر حصل فيه على علامات تتراوح بين 60/100 و 69/100 على أن تعتمد آخر نتيجة في سجله الأكاديمي.

إعادة مقرر دراسي:

إذا رسب الطالب في مقرر إلزامي حتى على علامات تتراوح بين 60/100 و 69/100 ثم رسب فيه فعليه إعادة إعادته إذا كان مقرراً إلزانياً في خطة الطالب الدراسية وتحسب جميع التقديرات في السجل الأكاديمي.

المادة السادسة - تقرير الحالة الدراسية:

الإنذار الأكاديمي:

يوضع الطالب تحت الإنذار الأكاديمي بعد ظهور نتائجه مع نهاية كل فصل دراسي، إذا كان معدلاً الفصلي أقل من 4.00.

المادة السابعة - الإيقاف عن الدراسة:

يوقف الطالب عن الدراسة لمدة فصل دراسي على الأقل إذا تحققت أي من الحالتين التاليتين:

أ- إذا حصل الطالب على تحذير أو إنذار أكاديمي في فصل دراسي، ونال معدلًا فصليًا في الفصل التالي بما هو أقل من (1.50) من (4.00).

ب- إذا حصل الطالب على ثلاثة تحذيرات أكاديمية متتالية، ويحق لرئيس الجامعة إعطاء الطالب فرصة للاستمرار في الدراسة بناء على توصية مجلس الكلية المختص.

المادة الثامنة - التسجيل في التدريب الصيفي:

يتعين على بعض طلاب الجامعة وحسب تخصصاتهم قضاء فترة التدريب الصيفي في مجال التخصص ومنذها أربعة أسابيع، ولكي يصبح الطالب مؤهلاً لهذا البرنامج لا بد من توفر الشروط التالية:
منحة التفوق الخاصة بالبكالوريوس والفرشمن

يستفيد الطالب المتقدم الذي يحصل على معدل تراكمي GPA 3.5 من حسم 5% للفصل اللاحق لهذه النتيجة ونسبة 7.5% للطالب الذي يحصل على معدل 3.7 وما فوق ضمن الشروط الأكاديمية المعمول بها.

اعادة المواد

في حالة إعادة الطالب لمادة واحدة أو أكثر خلال الفصل يتوجب عليه تسديد كامل البدل عن المادة أو المواد دون أي حسم في الفصل التالي.

منحة المساعد الأكاديمي

يمكن استفادة الخريجين المتميزين من مساعدة خاصة بصفة مساعد في التعليم أو الأعمال البحثية.

نظام التدريس والطلاب

يبرز هذا الملخص عن نظام التدريس والطلاب على جميع الطلاب في الجامعة ويتحمل الطلاب مسؤولية الإطلاع على مواده وإلزامهم المعني. 

المادة الأولى - النظام وتعريفاته:

(Credit System)

хаصة الوحدات الدراسية التي لا تقل من خمسين دقيقة.

المعدل الفصلي: حاصل قسمة مجموع النقاط التي حصل عليها الطالب على مجموع الوحدات المقررة لجميع المقررات التي درسها في أي فصل دراسي وتحسب نقاط بعض الوحدات المقررة بوزن التقدير الذي حصل عليه في كل مقرر.

المادة الثانية - مسؤولية الطالب:

يتحمل الطلاب مسؤولية معرفة ومتاحبا نظام التدريس.

المادة الثالثة - المرشد الأكاديمي:

تعين الجامعة لكل طالب من طلابها مرشداً أكاديمياً يتم اختياره من قبل هيئة التدريس في القسم أو الكلية لمساعدته في السائل المتعلقة بمسيرته الأكاديمية.

يهتم المرشد بتمرين الطالب على تسلسل المقررات الإلزامية والإختيارية ومساعدته في اختيار الملائم منها لكل فصل تبعاً لتحديات المنهج والاهتمامات وإمكانات الطالب العلمية.
ملاحظة:
لا يحق للطالب استكمال التسجيل أو التخرج أو الحصول على الشهادة أو افادة بالعلامات قبل تسديد كامل الأقساط والرسوم.

استعادة القسط:
رسوم التسجيل والامتحان غير قابلة للاسترجاع.

في حال إنسحاب الطالب من الدراسة، تحصر حقوقه باستعادة قسم من القسط المدفوع على النحو التالي:

- قبل بداية الصفوف يسترجع الطالب 80% من القسط المدفوع للجامعة.
- خلال الأسبوعين الأول والثاني بعد بداية الفصل يسترجع الطالب 65% من القسط المدفوع.
- بعد انقضاء الأسبوعين من الدراسة لا يحق للطالب استرجاع أي نسبة من القسط المدفوع.
- لا يحق للطالب استرجاع اية مبالغ من القسط المدفوع خلال فصل الصيف.

تسديد البدلات الطولية
يمكن توزيع المبلغ المطلوب من الطالب على دفعتين أو ثلاثة بقرار من قسم المحاسبة.

المالية المدرسية
تخصص الجامعة سنوياً مساعدات خاصة بالطلاب المحتاجين تبعاً للمصادر المالية للطالب أو عائلته، وعلى الطالب الراغب الاستفادة من المساهمة تقديم نموذج الطالب في مكتب التسجيل.

المالية المدرسية
تعطى الأولوية للطلاب الذين يتسجلون قبل شهر ايلول.

المنح
يستفيد الطلاب المتفوقون من نسبة حسم اضافية في حال حصولهم على معدل 2/100 من الاختبارات الرسمية للشهادة.

المنح الخاصة بالأخوة
تخصص المنحة عند انتساب أخوين اثنين أو ثلاثة أخوة إلى الجامعة بمعدلين 5% للأول و 10% للثاني و 15% للثالث، وذلك بوجود قرار دائرة الشؤون المالية، وذلك ضمن الشروط التالية:

- ان يكون الطالب بدأ التخرج قبل أن ي баيعون 12 رصيداً في الفصل، يستثنى من ذلك الفصل الأخير ما قبل التخرج.
- الحصول على معدل تراكمي (GPA) لا يقل عن 2.00.
- يستثنى من هذه المنحة طلاب الماجستير.
الرسوم

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<tr>
<th>الرسوم</th>
<th>القيمة</th>
</tr>
</thead>
<tbody>
<tr>
<td>رسم طلب الانتساب</td>
<td>100$</td>
</tr>
<tr>
<td>امتحان الدخول/الامتحان الواحد</td>
<td>30$</td>
</tr>
<tr>
<td>رسم تسجيل (لفصل الاحد)</td>
<td>80$</td>
</tr>
<tr>
<td>رسم تأخر في التسجيل</td>
<td>50$</td>
</tr>
<tr>
<td>University Management System</td>
<td></td>
</tr>
<tr>
<td>بدل تغيير اختصاص</td>
<td>200$</td>
</tr>
<tr>
<td>رسم تخرج</td>
<td>150$</td>
</tr>
<tr>
<td>رسوم انترنت وتأمين وغيرها</td>
<td>80$</td>
</tr>
<tr>
<td>رسم صندوق الضمان الاجتماعي (غير المضمونين)</td>
<td>100$</td>
</tr>
</tbody>
</table>

ملاحظة:
لا يستطيع أي طالب اكمال التسجيل، أو التخرج أو الحصول على إفادة وعلامات الي حين تسديد كامل الاقساط والرسوم.

الاقساط والرسوم لمرحلة الماجستير

البدلات

<table>
<thead>
<tr>
<th>البدلات</th>
<th>القيمة</th>
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</thead>
<tbody>
<tr>
<td>كلفة الرصيد (ماجستير ادارة اعمال)</td>
<td>190$</td>
</tr>
</tbody>
</table>

الرسوم

<table>
<thead>
<tr>
<th>الرسوم</th>
<th>القيمة</th>
</tr>
</thead>
<tbody>
<tr>
<td>رسم طلب الانتساب</td>
<td>150$</td>
</tr>
<tr>
<td>امتحان الدخول</td>
<td>100$</td>
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<tr>
<td>رسم تسجيل (لفصل الاحد)</td>
<td>100$</td>
</tr>
<tr>
<td>رسم تأخر في التسجيل</td>
<td>50$</td>
</tr>
<tr>
<td>University Management System</td>
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<tr>
<td>رسم التخرج</td>
<td>150$</td>
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<tr>
<td>رسوم انترنت وتأمين وغيرها</td>
<td>80$</td>
</tr>
<tr>
<td>رسم صندوق الضمان الاجتماعي (غير المضمونين)</td>
<td>100$</td>
</tr>
</tbody>
</table>
### المرحلة الماجستير: شهادة معادلة بموجب القرار 52/2010

المجتمعي في إدارة الأعمال MBA عدد الوحدات المطلوبة 39 وحدة موزعة على عامين جامعيين.

<table>
<thead>
<tr>
<th>التخصص</th>
<th>الوحدات</th>
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<tr>
<td>الإدارة</td>
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</tr>
<tr>
<td>التسويق</td>
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</tr>
<tr>
<td>الحاسبة</td>
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<tr>
<td>إدارة المستشفيات</td>
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</tr>
<tr>
<td>العلوم المالية</td>
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<tr>
<td>الإدارة التربوية</td>
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</tr>
</tbody>
</table>

لمراجعة ماجستير من جامعة بيكاردي الفرنسية - مدة الدراسة سنتين تدرس باللغة الفرنسية.

### شروط قبول الطلاب:

إن حملة الشهادات التالية يمكنهم تقديم طلبهم لدراسة البكالوريوس:

- حملة الشهادة الثانوية اللبنانية.
- ما يعادل هذه الشهادة بقرار لجنة المعادلات المختصة.
- البكالوريا الفنية ضمن المسارات المعتمدة رسمياً في لبنان.
- أما بالنسبة للطلاب الذين درسوا في جامعة أخرى، يتم بحث ملفاتهم لتقرير عدد الوحدات المطلوبة إتمامها في «MUBS» لتخرجهم.

### الوثائق المطلوبة:

- طلب قبول.
- صورة عن الهوية أو جواز السفر و الخروج عائلي.
- صورتان شمسيتان حديثتين.
- صورة مصدقة عن كل الشهادات.
- نتائج الTOEFL و SAT I & II. إذا وجدت.
- العلامات المدرسية للمرحلة الثانوية.

### الرحلات الفرشمن والبكالوريوس:

<table>
<thead>
<tr>
<th>الرحلة / الفصل الواحد</th>
<th>القيمة (dollars)</th>
</tr>
</thead>
<tbody>
<tr>
<td>المرحلة الفرشمن</td>
<td>2000</td>
</tr>
<tr>
<td>الادارة والعلوم</td>
<td>150</td>
</tr>
<tr>
<td>الادارة والعلوم</td>
<td>130</td>
</tr>
</tbody>
</table>
الأقسام والاختصاصات

إنطلاقاً من حرصها على اختيار أفضل الاختصاصات ضمن القوانين والأنظمة المرعية الإجراء وحسب نظام المعادلة في لبنان للشهادات الجامعية خاصة في مرحلة البكالوريوس (الإجازة) تعتمد الاختصاصات موزعة على الأقسام حسب ما يلي:

كلية الإدارة: شهادات معادلة بموجب القرار رقم 2004/18/32

تدرس الاختصاصات باللغة الإنكليزية وباللغة العربية:

- إدارة الأعمال
- الإدارة
- المحاسبة
- العلوم المالية والمصرفي
- إدارة الموارد البشرية
- التسويق
- المعلوماتية الإدارية
- السياحة إدارة الفنادق

تضم كلية الإدارة بالإضافة إلى قسم اللغة الإنكليزية قسماء باللغة الفرنسية يراعى فيه نظام LMD بموجب الاتفاقية المعمول بها مع جامعة بيكارد الفرنسية (Amiens – UPVJ) حيث يستفيد الطالب من شهادات الليسانس والماجستير والدكتوراه المعادلة رسمياً في لبنان وفرنسا.

كلية المعلوماتية والعلوم التطبيقية: شهادات معادلة بموجب القرار رقم 2004/18/35

تدرس الاختصاصات باللغة الإنكليزية:

- علوم الكمبيوتر
- المعلوماتية والاتصالات
- أمن المعلومات
- التصميم الجرافيكي

كلية التربية والعمل الإجتماعي: شهادات معادلة بموجب القرار رقم 2004/18/34

تدرس الاختصاصات باللغة الإنكليزية وباللغة العربية:

- التربية
- الإدارة التربية
- التربية الحضانية
- تعلم اللغة الإنكليزية
- العمل الإجتماعي: باللغة الإنكليزية وباللغة العربية
- الدبلوم التعليمي
يتوقف نجاح مؤسسات التعليم العالي على قدرتها في تثبيت وتعزيز دعائم تطورها من خلال التفاعل مع المقومات الأساسية التي تشكل صلة الوصل بين رؤيتها، معبراً عنها بطبيعة المهمة والخطط القابلة للإنجاز، وبين مدى إستجابة هذه المقومات للضرورات الاقتصادية والاجتماعية والثقافية للمجتمع في حقبة معينة من خلال المسارات المعرفية وتخرج الكادرات الكفؤة والبحث العلمي وخدمة المجتمع.

في عقدها الثاني تؤكد على رسالتها بإعتبارها مؤسسة متميزة بإلتزام M.U.B.S مسار الإستقامة ومعايير الجودة في التعليم والسعي للتصدي لمسؤولية البحث العلمي في تفاعل متميز مع مقتضيات خدمة المجتمع التي تصدرت رحلة الجامعة على مدى السنوات الماضية.

يعكس إسم M.U.B.S إيماناً بضرورة التحديث المستمر والتصدي لتحديات الريادية التي تميز البرامج العصرية للتعليم العالي، وذلك عبر مجموعة من القواعد التي إرتبط بها إسم هذا الدليل.

بعد عشر سنوات من رحلة التأسيس البنية على الإيمان بمجموعة من المفاهيم والقناعات، إستناداً إلى مبادئ الإنفتاح والحرية الفردية والأكاديمية وتجاوز حدود التوقع، بات لـ M.U.B.S أخر من 1000 خريج وبين أروقة كل من فروعها الثلاث مئات الطلاب يتفاعلون مع فريق عمل أكاديمي وإداري خلاق برعايةصديقة والعزم، محاطين بآلاف الأصدقاء الذين إنظروا الوعد فانتصروا له بإعتباره مدعاه إلى مزيد من الأمل لشباب لبنان والعربي.

فمع التحضير لعام جديد يتجدد الموعد مع نقلة نوعية بعد سلسلة من الإنجازات في إستكمال البنية الداخلية وتطوير البرامج والتوسع وكتساب الموقع الريادي في التفاعل مع قطاعات الاقتصاد وسوق العمل وفي تأمين المزيد من متطلبات خدمة المجتمع.

د. حاتم علامي
رئيس مجلس الأمناء