Partners for Success
The past few years have witnessed a transformation of the M.U.B.S vision, direction, and message into tangible results, starting with the graduation of several M.U.B.S classes prepared and qualified to meet the most stringent of job market requirements.

M.U.B.S expresses its commitment to academic and scientific research through its continuous organization of research activities such as the Higher Education International Conference – HEIC 2009, HEIC 2010, and HEIC 2011 and continued participation in international conferences and research projects sponsored by international universities and organizations. This genuine commitment to research is reflected through M.U.B.S’s cooperation with economic organizations in statistical research and census projects.
M.U.B.S is a university which strives to give back to the community. Since community service is one of the University’s top priorities, M.U.B.S strives to create and organize events on campus, or through student initiatives off campus, as well as continuously develop curricula and programs directed towards solving social problems. These are just a few of the many dimensions which fall under the supervision of the Department of Social Work.

Community Service

INTERNATIONAL DIPLOMAS

This opportunity, in addition to extension-education and international diplomas, is 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.
MESSAGE FROM THE CHAIRMAN

The quickening pace of today's world has created a new reality in the realm of higher education and institutions of higher education. The perspectives of Higher Educational Institutions are now embodied by the new trends and frameworks of the social economies in which they interact.

The 2011 - 2012 academic year at M.U.B.S was one full of achievements built on years prior. M.U.B.S’s perspective for the coming years has been redrawn and clarified by its past achievements and current endeavours. The vision, mission, objectives, programs, projects, and priorities of the university along with the faculty, staff, partners, and student body strive towards reading a common end goal of ultimate success.

The University’s current evolution is proof positive of the conviction that freedom of speech, freedom of thought, and freedom of education pave the way to true innovation and success. Based on this conviction and the perceptive of M.U.B.S, the University reconfirms its everlasting commitment for the 2012 - 2013 academic year, and those to come, to further enhance the competitiveness of its graduates and alumni in an ever more global job market.

The expansion of M.U.B.S as the university opens new branches and study centers will not be at the expense of its level of high quality education. The M.U.B.S commitment to a quality education is one that is steadfast. Rather through its partnerships abroad, and its attraction of skillful individuals, and new friends M.U.B.S hopes to further raise the bar of quality in higher education.

The international plan for M.U.B.S strives to be an example for contemporaries. The program of the British School of Management will be further developed as will the French diplomas, international courses, and research projects. These are to be the columns of the solid foundation of a modern university which aspires to the hopes of legislators, professors, students, guardians, friends, and the community in general.

Dr. Hatem Alamy
Chairman of The Board of Trustees.
DR. HATEM ALAMY
Chairman, M.U.B.S

DR. BASSEM KAISSI
Vice Chairman, M.U.B.S

MR. RAOUF ABOU ZAKI
General Manager, Al Iktissad Wal Aamal Holding

MR. FADI ALAMEH
President, Al Sahel Group

DR. NAEEL ALAMY
Researcher - Saint Jude Children’s Research Hospital, Memphis

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Former Head of the Accountants Syndicate

MR. MOUINIR HAMZEH
Consultant to the World Bank

DR. ABDEL RAOUF SINNO
University Professor and Former Dean in the Lebanese University – Faculty of Pedagogy

MR. TALLAT LAHHAM
Chief Executive Officer for Ciment de Sibline

DR. MOHAMAD LOUTFI
Dean of International Development at Cardiff Metropolitan University (UWIC)

DR. KAMEL MOHANNA
Founder of Amel Association

DR. ISSAM JAWHARY
Director, Faculty of Education – Lebanese University (1994-2000)

DR. ALI CHEAIB
President

LAWYER KAMAL AHMADIEH
Board Secretary
LEGAL STATUS

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 a university (M.U.B.S)
why M.U.B.S?
QUALITY EDUCATION
reasonable tuition

ACADEMIC & EXTRACURRICULAR

TRANSPORTATION

Damour & Aley

English
French
Arabic

Diverse Courses
career focused

DORMS
THREE CAMPISES

AM-PM
BEIRUT & ALEY CAMPUS

NO HIDDEN FEES
MICROSOFT CERTIFICATES

The possibility of COMPLETING YOUR STUDIES abroad

EXCELLENT SUPPORT SERVICES & TEACHING STANDARDS

EXCELLENT SUPPORT SERVICES & TEACHING STANDARDS

DORNS
DAMOUR CAMPUS

POSTGRADUATE PROGRAMS

Damour Hamra Aley

THREE CAMPISES

schedule

Damour & Aley

Diverse Courses
career focused
ADMISSIONS

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.

REQUIRED DOCUMENTS:

• Application form.
• 3 recent passport-size color photographs 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.

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
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
FRESHMAN PROGRAMS

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.
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.

GRADING SYSTEM

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.

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>
</tr>
<tr>
<td>80 – 82</td>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>77 – 79</td>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>73 – 76</td>
<td>C</td>
<td>2.0</td>
</tr>
<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>
<tr>
<td></td>
<td>F</td>
<td>Failing</td>
</tr>
<tr>
<td></td>
<td>W</td>
<td>Withdrawal</td>
</tr>
<tr>
<td></td>
<td>I</td>
<td>Incomplete</td>
</tr>
</tbody>
</table>
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.

**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.

**Tuition**

This fees may be subject to discount up scholarships policy and academic socials students file.

| Tuition/Credit (Computer, Graphic Design & Business) | $ 150 |
| Tuition /Credit (Education & Social Work)           | $ 130 |
| Freshman Program                                   | $ 2000 per semester |

**Fees**

- Admission Application                               $ 100
- Entrance Examination                                 $ 30 per exam
- Registration Fee                                     $ 80 per semester
- Late Registration                                    $ 50
- Change of Major                                      $ 100
- Academic Fees + Insurance                            $ 130
- NSSF Fees (when applicable)                          $ 100
- Graduation fee                                       $ 150
- Automation System (UMS)                              $ 20 per semester

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

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition</strong></td>
<td>$190</td>
</tr>
<tr>
<td>Tuition/Credit</td>
<td></td>
</tr>
<tr>
<td><strong>Fees</strong></td>
<td></td>
</tr>
<tr>
<td>Admission Application</td>
<td>$150</td>
</tr>
<tr>
<td>Entrance Examination</td>
<td>$100/semester</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/semester</td>
</tr>
</tbody>
</table>

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

General Education Requirements (21 credits)
ENG 201  Advanced English
ENG 202  Applied Communication Skills
ARB 201  Arabic Culture
CSC 201  Introduction to Computers

Elective Courses (9 credits) choose from
PHL 201  Introduction to Philosophy
PSY 201  Introduction to Psychology
SOC 201  Introduction to Sociology
ARB 202  Arabic Studies
POL 201  Introduction to Political Science
CST 201  Cultural Studies I
CST 202  Cultural Studies II
TEF 200  English Grammar
BUS 200  Introduction to Business
ARB 203  Business Arabic

General Requirements (12 credits)
ENG 203  Applied Communications for Business
ENG 204  Efficiency Writing
BUS 201  Business Math I
BUS 202  Business Math II

Core Courses (36 credits)
ECO 201  Microeconomics
ECO 202  Macroeconomics
ACC 201  Principles of Accounting I
ACC 202  Principles of Accounting II
MGT 201  Introduction to Management
MKT 201  Introduction to Marketing
BUS 203  Management Information Systems
BUS 204  Business Statistics
BUS 205  Quantitative Business Analysis
BUS 206  Business Law
BUS 207  E – Business
FIN 201  Financial Management

Concentration Courses (25 credits) from the chosen concentration including the Internship (1 credit)
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.

Emphasis Courses (25 credits) Choose from

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC301</td>
<td>Management Accounting</td>
</tr>
<tr>
<td>ACC302</td>
<td>Intermediate Accounting</td>
</tr>
<tr>
<td>ACC303</td>
<td>Cost Accounting</td>
</tr>
<tr>
<td>ACC304</td>
<td>Advanced Accounting</td>
</tr>
<tr>
<td>ACC305</td>
<td>Auditing</td>
</tr>
<tr>
<td>ACC306</td>
<td>Accounting Information Systems</td>
</tr>
<tr>
<td>ACC307</td>
<td>Taxation</td>
</tr>
<tr>
<td>ACC308</td>
<td>Government and Non-profit Accounting</td>
</tr>
<tr>
<td>ACC309</td>
<td>International Accounting standards</td>
</tr>
<tr>
<td>BUS399</td>
<td>Senior Project (Mandatory)</td>
</tr>
<tr>
<td>BUS400</td>
<td>Internship (Mandatory)</td>
</tr>
</tbody>
</table>

Special topics or emphasis course from other concentrations

Emphasis Courses (25 credits) Choose from

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIN301</td>
<td>Financial Markets &amp; Institutions</td>
</tr>
<tr>
<td>FIN302</td>
<td>Commercial Bank Management</td>
</tr>
<tr>
<td>FIN303</td>
<td>Investment Management</td>
</tr>
<tr>
<td>FIN304</td>
<td>Insurance</td>
</tr>
<tr>
<td>FIN305</td>
<td>International Financial Management</td>
</tr>
<tr>
<td>FIN306</td>
<td>Real Estate Management</td>
</tr>
<tr>
<td>FIN307</td>
<td>Personal Financial Planning</td>
</tr>
<tr>
<td>FIN308</td>
<td>Islamic Banking</td>
</tr>
<tr>
<td>FIN309</td>
<td>Futures, Options and Other Derivatives</td>
</tr>
<tr>
<td>BUS399</td>
<td>Senior Project (Mandatory)</td>
</tr>
<tr>
<td>BUS400</td>
<td>Internship (Mandatory)</td>
</tr>
</tbody>
</table>

Special topics or emphasis course from other concentrations
Students pursuing a BBA Degree can choose their major courses from all Business concentrations.

### 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.

ABBA students 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.

### 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.

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

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRM301</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>HRM302</td>
<td>Labor Law &amp; General Employment Practices</td>
</tr>
<tr>
<td>HRM303</td>
<td>Staffing</td>
</tr>
<tr>
<td>HRM304</td>
<td>Training &amp; Development</td>
</tr>
<tr>
<td>HRM305</td>
<td>Compensation &amp; Benefits Management</td>
</tr>
<tr>
<td>HRM306</td>
<td>International Human Resource Management</td>
</tr>
<tr>
<td>HRM307</td>
<td>Health, Safety &amp; Security</td>
</tr>
<tr>
<td>HRM308</td>
<td>Human Resource Information Systems</td>
</tr>
<tr>
<td>MGT306</td>
<td>Leadership &amp; Team Building</td>
</tr>
<tr>
<td>BUS399</td>
<td>Senior Project (Mandatory)</td>
</tr>
<tr>
<td>BUS400</td>
<td>Internship (Mandatory)</td>
</tr>
</tbody>
</table>

Special topics or emphasis course from other concentrations

Emphasis Courses (25 credits) Choose from

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENT301</td>
<td>Entrepreneurship</td>
</tr>
<tr>
<td>MGT303</td>
<td>International Management</td>
</tr>
<tr>
<td>MGT304</td>
<td>Organizational Behavior</td>
</tr>
<tr>
<td>MGT305</td>
<td>Project Management</td>
</tr>
<tr>
<td>MGT306</td>
<td>Leadership and Team building</td>
</tr>
<tr>
<td>MGT308</td>
<td>Strategic Management</td>
</tr>
<tr>
<td>MGT307</td>
<td>Introduction to Production &amp; Operations Management</td>
</tr>
<tr>
<td>ACC301</td>
<td>Management Accounting</td>
</tr>
<tr>
<td>ECO307</td>
<td>Managerial Economics</td>
</tr>
<tr>
<td>HRM301</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>BUS399</td>
<td>Senior Project (Mandatory)</td>
</tr>
<tr>
<td>BUS400</td>
<td>Internship (Mandatory)</td>
</tr>
</tbody>
</table>

Special topics or emphasis course from other concentrations
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

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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.

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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.
**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.

**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.

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**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 emphasis 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.

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.
MBA

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)

ACC501 Financial Reporting and Control
MGT501 Managing Individuals and Organizations
ECO501 Business Economics Analysis & Forecasting
ITC501 IT Strategies for a Networked Economy
HRM501 Human Resource Management
MKT501 Marketing Management
STA501 Graduate Research Methods

3. Concentration courses (18 credits)

Choose from:

Management
Marketing
Finance
Accounting
Hospital Administration
Educational Management

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).
### MANAGEMENT

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>MGT601</td>
<td>Strategic Management</td>
</tr>
<tr>
<td>MGT602</td>
<td>Organizational Behavior and Group Dynamics</td>
</tr>
<tr>
<td>MGT603</td>
<td>Managing Change</td>
</tr>
<tr>
<td>MGT604</td>
<td>Managing Quality</td>
</tr>
<tr>
<td>MGT605</td>
<td>Managing Innovation and Creativity</td>
</tr>
<tr>
<td>MGT606</td>
<td>Legal and Ethical Issues in Management</td>
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<td>MGT607</td>
<td>Production and Operations Management</td>
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<td>MGT608</td>
<td>Managing Projects</td>
</tr>
<tr>
<td>MGT609</td>
<td>Advanced Topics in International Business</td>
</tr>
<tr>
<td>MBA697</td>
<td>Seminar / Management</td>
</tr>
<tr>
<td>MBA698</td>
<td>Project (Management)</td>
</tr>
<tr>
<td>MBA699</td>
<td>Thesis (Management)</td>
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Elective course from other concentrations

### ACCOUNTING

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<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>ACC601</td>
<td>Introduction to Financial Statement Analysis</td>
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<tr>
<td>ACC602</td>
<td>Tax Accounting and Planning</td>
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<td>ACC603</td>
<td>Managerial Cost Accounting</td>
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<tr>
<td>ACC604</td>
<td>Intermediate Accounting I</td>
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<tr>
<td>ACC605</td>
<td>Intermediate Accounting II</td>
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<tr>
<td>ACC606</td>
<td>Auditing Issues and Problems</td>
</tr>
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<td>ACC607</td>
<td>Accounting Theory</td>
</tr>
<tr>
<td>ACC608</td>
<td>Advanced Topics in Accounting I</td>
</tr>
<tr>
<td>ACC609</td>
<td>Advanced Topics in Accounting II</td>
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<td>MBA697</td>
<td>Seminar / Accounting</td>
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<tr>
<td>MBA698</td>
<td>Project (Accounting)</td>
</tr>
<tr>
<td>MBA699</td>
<td>Thesis (Accounting)</td>
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Elective course from other concentrations

### MARKETING

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</tr>
<tr>
<td>MKT602</td>
<td>Marketing Research</td>
</tr>
<tr>
<td>MKT603</td>
<td>Global Strategic Marketing</td>
</tr>
<tr>
<td>MKT604</td>
<td>Product and Brand Management</td>
</tr>
<tr>
<td>MKT605</td>
<td>Industrial and Government Marketing</td>
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<tr>
<td>MKT606</td>
<td>Consumer Behavior</td>
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<td>MKT607</td>
<td>Supply Chain Management</td>
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<td>MKT608</td>
<td>Entrepreneurial Marketing</td>
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<td>EBU602</td>
<td>E-Business Marketing</td>
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<td>Seminar (Marketing)</td>
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<td>MBA698</td>
<td>Project (Marketing)</td>
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<td>Thesis (Marketing)</td>
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Elective course from other concentrations

### FINANCE

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<tr>
<td>FIN601</td>
<td>Corporate Financial Management</td>
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<td>FIN602</td>
<td>Advanced Corporate Finance</td>
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<td>FIN603</td>
<td>Money and Capital Markets</td>
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<td>Investments</td>
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<td>Portfolio Management</td>
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<td>FIN606</td>
<td>Futures, Options and Financial Risk Management</td>
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<td>FIN607</td>
<td>Mergers and Acquisitions</td>
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<td>Financial Modeling</td>
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<td>Project (Finance)</td>
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<td>Thesis (Finance)</td>
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Elective course from other concentrations

### HOSPITAL ADMINISTRATION

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<tbody>
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<td>Fundamentals of Hospital Administration</td>
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<td>HSA602</td>
<td>Current Issues in Hospital Administration</td>
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<tr>
<td>HSA603</td>
<td>Advanced Topics in Insurance</td>
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<td>HSA604</td>
<td>Managing Changes in Hospital</td>
</tr>
<tr>
<td>HSA605</td>
<td>Health Planning and Project Management</td>
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<td>HSA606</td>
<td>Lebanese Healthcare System</td>
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<td>HSA607</td>
<td>Ethics and Health Law</td>
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<td>HSA608</td>
<td>Hospital Quality Management</td>
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<tr>
<td>MKT605</td>
<td>Services Marketing</td>
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<tr>
<td>MBA697</td>
<td>Seminar / Hospital Administration</td>
</tr>
<tr>
<td>MBA698</td>
<td>Project / Hospital Administration</td>
</tr>
<tr>
<td>MBA699</td>
<td>Thesis / Hospital Administration</td>
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Elective course from other concentrations

### EDUCATIONAL MANAGEMENT

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<th>Course</th>
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<tbody>
<tr>
<td>EDM601</td>
<td>Managing Educational Institutions</td>
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<tr>
<td>EDM602</td>
<td>Leadership and Team Building</td>
</tr>
<tr>
<td>EDM603</td>
<td>Managing Quality in Education</td>
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<tr>
<td>EDM604</td>
<td>Educational Laws and Policies</td>
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<tr>
<td>EDM605</td>
<td>Health, safety, and security in educational institutions</td>
</tr>
<tr>
<td>EDM606</td>
<td>Current issues in educational management</td>
</tr>
<tr>
<td>EDM607</td>
<td>Supervision and Evaluation of Educational Programs, personnel, facilities and support services</td>
</tr>
<tr>
<td>EDM608</td>
<td>Educational Management Practicum</td>
</tr>
<tr>
<td>EDM698</td>
<td>Project (Educational Management)</td>
</tr>
<tr>
<td>EDM699</td>
<td>Thesis (Educational Management)</td>
</tr>
</tbody>
</table>

Elective Course from other concentrations
MASTER OF BUSINESS ADMINISTRATION
(CONCENTRATION ON ADMINISTRATION
AND MANAGEMENT IN SOCIAL WORK)

MUBS offers the opportunity to obtain the Master Degree in Administration and Management in Social Work to students with proper personal qualifications and strong academic records. The program has been designed in line with modern curricula. Holders of Bachelor Degree in Social Work, Medical Social Work and other fields can apply to the Master Degree in Administration and Management in Social Work.

Admission Requirements:
- A bachelor’s degree from a Higher Education Institution.
- A passing average in the language of instruction Proficiency Test.
- Recommendation of the Department of Social Work Graduate Program Committee

For admission as a transfer student for a Master in Social Work, applicants must meet program admission requirements in Social Work, and could be relieved or added of some credits after a study of their academic records. Pre-requisite courses will be added to applicants programs with no social work background.

Degree Requirements (39 credits):

Core Courses (21 credits)
- MG T501 Managing Individuals and Organizations
- ITC 501 IT Strategies for a Networked Economy
- HRM 501 Human Resource Management
- ACC 501 Financial Reporting and Control
- ECO 501 Business Economics Analysis and Forecasting
- MKT 501 Marketing Management
- STA 501 Graduate Research Methods

Choose 6 courses from the following Social Work Administration & Management Concentration (18 credits):
- Sw 5010 Organizational theories of service agencies
- Sw 5032 Macro social work practice: strategic planning
- Sw 503 Program evaluation
- Sw 6001 Political processes in policy formulation and
- Sw 6032 Project
- Sw 5013 Mental Health
- Sw 506 Family and child welfare

M.U.B.S Training & Continuing Education Institute
Faculty of Business Administration
British School of Management (BSML)
Faculty of Computer & Applied Sciences
Faculty of Education & Social Work
Double Diplomation Franco-Libanaise M.U.B.S - UPJV
M.U.B.S Training & Continuing Education Institute

MASTER OF BUSINESS ADMINISTRATION - MARKETING AND ENTREPRENEURSHIP

Starting from the Fall semester 2011-2012, the Faculty of Business Administration started offering a new concentration in its MBA program in “Marketing and Entrepreneurship”. The program structure was developed with the assistance of Staffordshire University in the UK within the framework of the Tempus project ASPIRE (Achieving Sustainable Programmes in Regeneration and Entrepreneurship - 511070-TEMPUS-1-2010-1-UK-TEMPUS-JPCR).

Apply now and benefit from:
- World-class business education in Marketing and Entrepreneurship.
- Highly Qualified European Professors (from the UK, France, Greece…)
- Evening schedule to meet the needs of working professionals
- Affordable tuition fees & financial aid.
- MBA Degree equivalency from the Lebanese Ministry of Education & Higher Education MBA program quality assured by the EU Tempus project ASPIRE and
- MBA diploma stamped by Staffordshire University (UK).

Curriculum

Core courses (21 credits)
- Managing People and Teams 3cr
- The Economies of the Middle East 3cr
- Entrepreneurship 3cr
- Entrepreneurial Marketing 3cr
- Graduate Research Methods 3cr
- Entrepreneurial Finance 3cr
- Legal Environment of Business 3cr

Concentration courses -18 credits choose from:
- Marketing Research 3cr
- International Entrepreneurship 3cr
- Consumer Behavior 3cr
- Supply Chain Management 3cr
- Project Management 3cr
- E-business Marketing, Strategy and Entrepreneurship 3cr
- Financial Reporting and Control 3cr
- Managing Innovation 3cr
- Corporate Governance, Ethics, and Corporate social Responsibility 3cr
- MBA Project 3cr
BRITISH SCHOOL OF MANAGEMENT (BSML)

BA (HONS) BUSINESS & MANAGEMENT STUDIES

BSc (HONS) BUSINESS INFORMATION SYSTEMS

MBA PROJECT MANAGEMENT
WHY STUDY AT THE BRITISH SCHOOL OF MANAGEMENT LEBANON (BSML)?

DOUBLE DEGREE: Earn a Lebanese degree accredited by the Ministry of Education & Higher Education, in addition to a British degree accredited by Cardiff Metropolitan University.

MODERN RESOURCE CENTER: Provides students with a 24/7 academic support & services using a wide range of online resources and databases such as EBSCO e-Library, Cardiff e-Library & the University Management System.

FLEXIBILITY AND CONVENIENCE: Flexible schedule hours with AM & PM classes and a creative curriculum meeting student expectations using fairly informative methods.

COST SAVING: Live in Lebanon close to family and save tuition and living expenses while earning a British degree from a well known British University.

ATTRACTION LOCATION: Convenient location since the Campus is based in the heart of Beirut close to all amenities (Downtown, Shops, Restaurants, and Hospitals).

IMPROVE YOUR CAREER CHANCES: An internationally recognized degree will give you an advantage over other applicants on the job market.
PROGRAMS OF STUDY

BA (HONS) BUSINESS AND MANAGEMENT STUDIES

The BA (Hons) Business and Management Studies degree aims at developing graduates who have both the theoretical knowledge and practical skills to make an immediate and valuable contribution to organizations operating in a dynamic business environment.

Students will learn how to analyze business problems, lead effective teams, and discover ways to improve overall business profitability and efficiency.

BSC (HONS) BUSINESS INFORMATION SYSTEMS

The BSc (Hons) Business Information Systems degree aims at equipping graduates with the knowledge and skills they will need to manage, develop and use information systems in a modern business environment.

Students will be exposed to the state-of-the-art research that is poised to shape and transform the business computing and IT industry over the next decade.

MBA PROJECT MANAGEMENT

The MBA is an internationally recognized and respected qualification for managers. With a project management MBA, students will acquire the skills, knowledge, and confidence to successfully manage projects of all sizes in changing business environments. In addition to enhancing successful students’ career prospects, the program aims at encouraging independent and creative thinkers.

ASSESSMENT PROCEDURES

- The basic building block or unit of learning is a single module which is valued at 10 credit points.
- Single modules will normally be delivered within one term.
- Single modules will normally be assessed by a maximum of one assessment point (e.g. a 3000 word assignment equivalence, or 1.5 hour examination) taking into account the academic level at which assessment is taking place.
- A double marking system will be applied on all assessments.

TUITION FEES

BA(Hons) & BSc(Hons) 120 credits/year
Annual Fees $6200
[ Possibility for a monthly deferred payment plan ]

MBA -Project Management 180 credits
Fees for a full program $10000

SCHOLARSHIPS

- Need Based Scholarships
- Early Payment Discount
- M.U.B.S Alumni Discount
ADMISSION REQUIREMENTS (BA-BSc)

• Lebanese Baccalaureate or its equivalence
• IELTS Level 6 or its equivalence
• Math Placement Test

GRADUATE ADMISSION REQUIREMENTS

• Bachelor Degree from an accredited institution of higher education
• Cumulative undergraduate GPA of 2.5/4
• IELTS Level 6 or its equivalence

A DOUBLE-DEGREE PROGRAM

Lebanese degrees Verified by Ministry of Education & Higher Education

British degrees accredited by Cardiff Metropolitan University

Applicants should submit their applications or register online
www.mubs.edu.lb www.bsml.info
DOUBLE DIPLÔMATION FRANCO-LIBANAISE M.U.B.S - UPJV
SECTION FRANÇAISE
[ DIPLOMES DE M.U.B.S ET DE L'UNIVERSITÉ D'AMIENS: UPJV ]

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-requis 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.

- 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 bénéficia.
- 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.

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 filtre, un certain code et est liée 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

<table>
<thead>
<tr>
<th>FACULTÉS</th>
<th>PRIX DU CRÉDIT</th>
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<tr>
<td>Gestion des Entreprises</td>
<td>$ 130</td>
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</tr>
</tbody>
</table>

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 FRÉQUENTE:

| Registration pour le semestre | $ 100/Par Semestre |
| Frais Annuelle | $ 130 /Par An |
| Systèmes de Management de l’Université (UMS) | $ 25/Par Semestre |
| CNSS | $ 100/Par An |
MASTER PROFESSIONNEL / RECHERCHE EN MANAGEMENT DES ORGANISATIONS EN CONTEXTE INTERNATIONAL

(2 ans) Université de Picardie UPJV - France

L’objectif
Permettre aux étudiants d’acquérir des compétences solides en Economie 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,

LA LICENCE EN SCIENCES DE GESTION

GESTION DES ENTREPRISES

Pré-requis
Français I - Français II - Maths Basiques

Education Générale (12 crédits)
Cours Optionnels (9 crédits à sélectionner)
Exigences Générales (12 crédits)
Tronc Commun de Gestion (36 crédits)
Option Management (25 crédits)
Option Finance (25 crédits)
Option Comptabilité (25 crédits)
Option Marketing (25 crédits)
Maths (6 crédits)

Le 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 DIPLOMÉ
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. 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.

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 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 12
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.
- Ce master II est la suite du master I (Management International)
- Le M2 est composé de 2 semestres soit 60 ECTS.

<table>
<thead>
<tr>
<th>Semestre 3 ECTS</th>
<th>Semestre 4 ECTS</th>
</tr>
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<tbody>
<tr>
<td>UE1-UE Fondamentaux de mention</td>
<td>UE1-UE de spécialisation</td>
</tr>
<tr>
<td>Management de l’information et compétitivité des organisations</td>
<td>2 matières au choix</td>
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<tr>
<td>UE2-UE Fondamentaux de spécialité</td>
<td>Aspects juridiques des activités e-business</td>
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<tr>
<td>Concepts et modèles de l’e-business</td>
<td>4</td>
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<tr>
<td>Net-économie et développement durable</td>
<td>Conception et pilotage des projets e-business</td>
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<tr>
<td>Management et productivité des TI</td>
<td>Conception/animation de sites web dynamiques</td>
</tr>
<tr>
<td>UE3-UE Opérationnels généraux</td>
<td>en contexte e-business</td>
</tr>
<tr>
<td>(6 ECTS à choisir dans une des 2 voies)</td>
<td>UE2-UE Opérationnels de spécialité</td>
</tr>
<tr>
<td>Voie professionnelle (À choisir 2 parmi 6)</td>
<td>Management de projet de création d’e-organisations</td>
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<tr>
<td>Économie de l’innovation</td>
<td>6</td>
</tr>
<tr>
<td>Analyse et conception des SIO</td>
<td>UE3-UE de professionnalisation</td>
</tr>
<tr>
<td>Data mining</td>
<td>16</td>
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<tr>
<td>Financement de l’entreprise</td>
<td>Voie professionnelle</td>
</tr>
<tr>
<td>Informatique et NTIC</td>
<td>Stage et formation professionnelle en entreprise</td>
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<tr>
<td>Microfinances</td>
<td>6</td>
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<tr>
<td>Voie recherche (À choisir 3 parmi 4)</td>
<td>Rédaction et soutenance d’un projet professionnel</td>
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<tr>
<td>Économie des institutions</td>
<td>de création d’entreprise</td>
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<td>Théorie monétaire approfondie</td>
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<tr>
<td>Macroéconomie mondiale</td>
<td>Voie recherche</td>
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<tr>
<td>Sciences sociales et institutions économiques</td>
<td>Epistémologie</td>
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<tr>
<td>UE4-UE Opérationnels de spécialité</td>
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<tr>
<td>2 matières au choix</td>
<td>Méthodologie de la recherche</td>
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<tr>
<td>e-Trading</td>
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<tr>
<td>e-Supply Chain Management</td>
<td>Rédaction et soutenance d’un mémoire</td>
</tr>
<tr>
<td>e-Marketing</td>
<td>de recherche</td>
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<tr>
<td><strong>Total Semestre 3</strong></td>
<td><strong>Total Semestre 4</strong></td>
</tr>
<tr>
<td>30</td>
<td>30</td>
</tr>
</tbody>
</table>
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.

The Internship (1 credit)

Emphasis Courses (21 credits) Choose from

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG201</td>
<td>Advanced English</td>
</tr>
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</tr>
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</tr>
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<td>CSC201</td>
<td>Introduction to Computers</td>
</tr>
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</table>

Elective Courses (9 credits) choose from

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>PHL201</td>
<td>Introduction to Philosophy</td>
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<td>Cultural Studies I</td>
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<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 Requirements (6 credits)
Choose from

<table>
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<tr>
<td>ACC201</td>
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<tr>
<td>ECO201</td>
<td>Microeconomics</td>
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<tr>
<td>ECO202</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td>GRA203</td>
<td>Computer Graphics</td>
</tr>
<tr>
<td>MTH205</td>
<td>Statistical Packages</td>
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Core Courses (42 credits)

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>MTH201</td>
<td>Calculus III</td>
</tr>
<tr>
<td>MTH202</td>
<td>Discrete Mathematics</td>
</tr>
<tr>
<td>MTH203</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MTH204</td>
<td>Numerical Analysis</td>
</tr>
<tr>
<td>CSC202</td>
<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>
</tr>
<tr>
<td>CSC207</td>
<td>Data Structures and Algorithms</td>
</tr>
<tr>
<td>CSC208</td>
<td>Digital Systems and Logic Design</td>
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<td>CSC209</td>
<td>Object-Oriented Programming</td>
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<tr>
<td>CSC210</td>
<td>Computer Architecture</td>
</tr>
<tr>
<td>CSC211</td>
<td>Artificial Intelligence</td>
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Emphasis Courses (25 credits) Choose from

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>CSC301</td>
<td>Theoretical Computer Science</td>
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<td>CSC302</td>
<td>Computer Applications for Business</td>
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<tr>
<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>
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<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.

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.

Emphasis Courses (25 credits) choose from:

- CSS301 Information security - Mandatory
- CSS302 Securing platforms and applications - Mandatory
- CSS 303 Information security perspective on intranet, internet, and e-commerce infrastructure
- CSS304 Hacker techniques, tools and incident handling
- CSS305 Security policies and implementation issues
- CSS306 User authentication systems and role-based security
- CSS307 Network security
- CSS308 Cryptography
- CSS399 Senior Project (Mandatory)
- CSC400 Internship (Mandatory)

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

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
- POL201 Introduction to Political Science
- CST201 Cultural Studies I
- CST202 Studies II
- TEF200 English Grammar
- BUS200 Introduction to Business
- CSS201 Business Ethics
- CSS202 Computer Ethics (Mandatory)

General Requirements (6 credits):

- MTH205 Statistical Packages
- CSS203 Cyberlaw and Privacy in a Digital Age (Mandatory)

Core Courses (42 credits)

- MTH201 Calculus III
- MTH202 Discrete mathematics
- TMH203 Linear algebra
- CSC201 Programming I
- CSC202 Programming II
- CSC203 Computer organization and assembly language
- CSC204 Software engineering
- CSC205 Data structures and algorithms
- CSC206 Digital systems and logic design
- CSC207 Object-oriented programming
- CSC208 Operating systems
- CSC209 Database systems
- CSC210 Data communication and computer networks
- CSC211 Web programming
General Education Requirements (21 credits)
ENG201 Advanced English
ENG202 Applied Communication Skills
ARB201 Arabic Culture
CSC201 Introduction to Computers

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PHL201 Introduction to Philosophy
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SOC201 Introduction to Sociology
POL201 Introduction to Political Science
CST201 Cultural Studies I
CST202 Cultural Studies II
TEF200 English Grammar
BUS200 Introduction to Business

General Requirement Courses (9 credits)
ART201 Fine Arts
ART203 Advertising Art Direction
ART207 Portfolio preparation
GRA214 Graphics in the Environment

Major Concentration Courses (73 credits)
DRA201 Drawing & Illustration 1
DRA202 Drawing & Illustration 2
ART203 Color Theories
ART204 History of Art & Design 1
ART205 History of Art & Design 2
ART206 Basic Photography
GRA201 Fundamentals of Design 1
GRA202 Fundamentals of Design 2
GRA203 Intro to Computer Graphics
GRA204 Rendering & Studio Skills
GRA205 Introduction to Typography
GRA206 Graphic Design 1
GRA207 Computer Software I for GD+ Lab
GRA208 Graphic Design 2
GRA209 Printing Variables
GRA210 Computer Software II for GD+ Lab
GRA211 Art of Calligraphy
GRA212 Story Board
GRA213 Typography & Packaging
GRA301 Visual Perception
GRA302 3D Animation
GRA303 Graphic Design 3
GRA304 Graphic Design Internship
GRA399 Web Design
GRA400 Senior Project

BS IN GRAPHIC DESIGN

The Bachelor of Science degree program in Graphic Design is designed to prepare students to develop the necessary sensibilities for creative design through a series of required courses and electives in the visual arts, including courses ranging from drawing to photography and bookmaking to computer graphics. These skills prepare graduates to seek entry-level positions including production, creative, or studio manager.
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, and early interventionists.
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.

General Education Requirements (21 credits)

<table>
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Elective Courses (9 credits) choose from

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General Requirement Courses (15 credits)

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<td>Nutrition</td>
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<tr>
<td>HEA201</td>
<td>Health</td>
</tr>
<tr>
<td>ART202</td>
<td>Music</td>
</tr>
<tr>
<td>ART201</td>
<td>Fine Arts</td>
</tr>
<tr>
<td>MTE201</td>
<td>Math for Education</td>
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<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>
</tr>
<tr>
<td>PSY202</td>
<td>Developmental Psychology</td>
</tr>
<tr>
<td>EDU203</td>
<td>Teaching &amp; Learning Methods Strategies</td>
</tr>
<tr>
<td>EDU204</td>
<td>Educational Measurements, Assessment, and Evaluation</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>
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<td>EDU209</td>
<td>Special Education</td>
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<tr>
<td>EDU210</td>
<td>Field Experience – Observation &amp; analysis</td>
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<td>EDU211</td>
<td>Research Methods</td>
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<td>EDU299</td>
<td>Seminar (1 credit)</td>
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Emphasis Courses (24 credits) choose from

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<th>Title</th>
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<tbody>
<tr>
<td>EDU301</td>
<td>Reading Instruction in the Elementary School</td>
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<tr>
<td>EDU302</td>
<td>Teaching Math in Elementary School</td>
</tr>
<tr>
<td>EDU303</td>
<td>Teaching Language Arts in Elementary School</td>
</tr>
<tr>
<td>EDU304</td>
<td>Teaching Science in Elementary School</td>
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<td>EDU305</td>
<td>Teaching Social Studies in Elementary School</td>
</tr>
<tr>
<td>EDU397</td>
<td>Special Topics in Elementary School</td>
</tr>
<tr>
<td>EDU398</td>
<td>Practicum in Elementary School</td>
</tr>
<tr>
<td>EDU399</td>
<td>Senior Project / Elementary School</td>
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</table>

Emphasis course from other concentrations

Concentration Curses (25 credits) from the chosen concentration
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.

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.
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

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
- BUS201 Introduction to Business

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

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.

Emphasis 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
- SSW304  Techniques of Social Work with Groups
- SSW305  Social Worker Community Practice
- SSW306  Social Work Practicum
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 M.U.B.S). Practicum in schools is under the guidance of a M.U.B.S 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 (3 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): 24 credits

B. TD in Secondary Education

3. One course from the Practice Teaching – Secondary (3 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): 24 credits
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 Chemistry

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

FRESHMAN PROGRAM
[ Accredited by decree no 221/912 - 22/Feb/2009 ]

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

- BUSINESS ADMINISTRATION
- HUMAN RESOURCE MANAGEMENT
- PROJECT MANAGEMENT
- INFORMATION AND COMMUNICATIONS
- TECHNOLOGY (ICT)
- MARKETING
- BANKING & FINANCE
- ISLAMIC BANKING
- ACCOUNTING
- HOSPITAL MANAGEMENT
- THE CERTIFIED MARKETING EXECUTIVE, CME
- THE CERTIFICATE IN CUSTOMER MANAGEMENT
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.

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
INTERNATIONAL PROFILE

UNIVERSITY MEMBERSHIPS

GLOBAL UNIVERSITY NETWORK FOR INNOVATION | www.guninetwork.org
MIDDLE EAST AND NORTH AFRICA ASSOCIATION FOR INSTITUTIONAL RESEARCH MENA-AIR | www.mena-air.org
ACADEMIC IMPACT | www.academicimpact.org
GUIDE ASSOCIATION | www.guideassociation.org
ASSOCIATION OF ARAB UNIVERSITIES | www.aaru.edu.jo
MAGNA CHARTA UNIVERSITATUM | www.magna-charta.org
ACBSP-ASSOCIATION OF COLLEGIATE BUSINESS SCHOOLS AND PROGRAMS | www.acbsp.org
UCEA-UNIVERSITY CONTINUING EDUCATION ASSOCIATION | www.ucea.edu
EPUF-EUROMED PERMANENT UNIVERSITY FORUM | www.epuf.org
EURO-MEDITERRANEAN UNIVERSITY | www.emuni.si
ARAB ACRAO | www.arab-acrao.org
INTERNATIONAL ASSOCIATION OF UNIVERSITIES (IAU) | www.iau-aiu.net
GLOBAL UNDERSTANDING COURSE WITH EAST CAROLINA UNIVERSITY

In Spring 2012, M.U.B.S started offering the Global Understanding course in collaboration with East Carolina University in USA.

The Communication & Technology in Global Understanding course (otherwise known as the GU course) provides M.U.B.S students with a unique opportunity to understand, explore, and appreciate the nature of human diversity and globalization by providing a direct international experience in a virtual collaborative learning environment with students from other countries. M.U.B.S students experience and learn about other cultures in a web-streamed face-to-face environment without leaving the M.U.B.S campus. The GU course utilizes sophisticated interactive technologies to give M.U.B.S students the opportunity to communicate with students in a variety of countries in live time. In essence these students are participating in an authentic cultural exchange. They learn about the various cultures of participating universities while simultaneously acting as representatives of the Lebanese culture to those partner students. The cultural exchange is based both on written and oral communications between students via ‘chatting’, social media, video conferencing, and other technologies both inside and outside of the classroom. This semester M.U.B.S was partnered with East Carolina University in the USA, Universidad de Monterrey in Mexico, and Universidad ESAN in Peru.

UNIVERSITÉ DE LIEGE (BELGIUM):

In April 23rd 2008, M.U.B.S 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.
ASPIRE - Achieving Sustainable Programmes in Regeneration and Entrepreneurship: Jordan, Lebanon and Palestinian Occupied Territories.

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 curriculum 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 Pathway;
2. A new Masters Programme in Marketing & Entrepreneurship in each partner country (M.U.B.S started offering the program in Fall 2011-2012);
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.
Due to the economic recession, many HEIs seek a balance between academic excellence and effective resources 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

UNAM 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 (M.U.B.S), 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
Quality assurance (QA) is a major component in the Lebanese modernization agenda. With an important increase in volume and diversity, the Lebanese higher education (HE) faces several challenges making a clear QA system necessary. In this context, numerous Lebanese higher education institutions (HEIs) have already gone through a complete QA process with foreign QA agencies. Lately, a draft law for the establishment of a Lebanese Agency for Quality Assurance in Higher Education has been drafted. This agency would satisfy the expectations in terms of accountability and continuous improvement of the HE system. Against this backdrop, the project aims to experiment some tools that may be used by this agency. Based on an analysis of the Lebanese context done by the Lebanese partners a model for QA will be established with the support of the European partners. This model will be discussed with the Lebanese Higher Education (LHE) stakeholders at large.

Based on the established quality assurance model a set of standards and procedures will be drafted for the evaluation of the institutions. In order to conduct those evaluations, experts from Lebanon and from abroad are needed. Criteria for the selection of the experts will be identified and some experts will be appointed. Training materials provided by the European partners will be customized to the Lebanese context and will serve to train the selected experts. The experts will also go to Europe for some tour studies. Finally, a pilot evaluation of few Lebanese institutions will be performed.

By the end of the project, well accepted and tested standards and procedures will be available and could be directly used by the Lebanese agency. Experts selection criteria and training materials for the experts will also exist and some trained experts will be operational. Finally, the project, targeting and involving the whole LHE system, will strongly enhance the quality culture with a good understanding of accountability and continuous improvement concepts.

The TLQAA project is formed of the following workpackages:
- WP.1: Defining the Lebanese Quality Assurance Model
- WP.2: Standards and Procedures
- WP.3: Selecting and Training the Lebanese Experts
- WP.4: Pilot Evaluation
- WP.5: Dissemination and Exploitation of the Results in the Project
- WP.6: Project Management and Support

Website: [www.tlqaa.org](http://www.tlqaa.org)

**ELEMENT: Erasmus Mundus Project**

M.U.B.S is a partner in an Erasmus Mundus Project entitled Egypt – Lebanon – EU Mobility Exchange Network (ELEMENT). The other Lebanese partners in the project are the American University of Beirut, Beirut Arab University, Lebanese University, and Universite Saint-Joseph. The project grantholder is the Cardiff Metropolitan University in Cardiff (UK).

Four M.U.B.S students were selected in May 2012 for scholarships to pursue their graduate degrees in European universities.
Visit to the Presidential Palace
MODERN UNIVERSITY FOR BUSINESS & SCIENCE
www.mubs.edu.lb
Graduation Ceremony 2011

Annual Dinner

Graduation Ceremony 2011

Visit to the Presidential Palace