UNIVERSITY CATALOG

2019-2020

August 30, 2019
Revised: March 12, 2020

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INTRODUCTION

Accelerating trends toward globalization and regional economic integration, as well as the heightened mobility of the work force, have created an urgent need for professionals worldwide who are equipped to work in increasingly diverse cultural environments. Around the world, there is a corresponding and compelling need for education that: a) is informed by innovative teaching methodology and the finest practices of American institutions of higher learning; and b) addresses challenges imposed by economic realities.

Hellenic American University (HAUniv) addresses this need by offering a rigorous, market-relevant, internationally-focused course of study that is consistent with its intent to function as a first-rate global institution founded on the American model of higher education.

The founding of Hellenic American University represents the culmination of the pioneering mission that has guided the Hellenic American Union over the last fifty years to create educational models that incorporate and contextualize innovative training within a cross-cultural framework to address emerging social needs. Founded in 1957, the Hellenic American Union has played a catalytic role in Greek Society. It has functioned as a dynamic, lively forum of intercultural encounter and dialogue in which young Greek women and men could discover new currents in art, new trends in technology and new models of teaching, or could explore the interplay between American and Greek values and traditions --including ones of broad social significance, such as the exchange of ideas on the relationship between American and Greek traditions of participatory democracy.

The establishment of Hellenic American University is deeply consonant with the mission of the Hellenic American Union as described above, and represents a logical outgrowth of its history over five decades. Its vision is informed by the recent public discourse in the United States about the global university and the desire on the part of the Hellenic American Union to leverage its strong, effective presence in the field of professional training to create a new educational model that can make a significant contribution to higher education. With this vision as its guide, and in accordance with its mission and objectives, Hellenic American University will offer high-quality undergraduate and graduate degree programs that respond to unmet student and employer needs.

As the birthplace of democracy and the bedrock of philosophical, political, and scientific inquiry and achievement, Greece occupies a special place in the cultural and educational landscape of the West. Ancient Greece -- home to the first 'University' (Plato's Academy) –– lives on in the imagination of all who prize the life of the mind and the ideals of excellence and intellectual rigor.

Hellenic American University will reaffirm those ideals by taking the best of American educational standards back to the land where the value of education was first enshrined. In particular, our University focuses on degree programs in the social and professional sciences and in the humanities that will equip our graduates to master these complex and evolving fields and to launch careers that will make a difference to their communities.

ABOUT THE UNIVERSITY

Hellenic American University began in Athens with a small and focused program, a Master's in Business Administration, launched in November of 2004, following approval by the NH Postsecondary Education Commission (NH-PEC), now New Hampshire's Department of Education, Division of Higher Education -- Higher Education Commission (NH-HEC). Over the ensuing six years, the institution evolved steadily from its initial identity as a business school to its beginnings as a fully developed university: with NH-PEC approval, it developed and implemented twelve more degree programs: a Professional Master's in Business Administration (PMBA), a Bachelor of Science in Business Administration (BSBA), a Bachelor of Science in Information Technology (BSIT), a Master of Arts in Applied Linguistics (MAAL), a Bachelor of Arts in English Language and Literature (BAELL), a Master of Science in Information Technology (MSIT), a Master of Arts in Translation (MAT), a Bachelor of Music (BM), a Bachelor of Science in Psychology (BSPSY), an Associate of Science in Enterprise Network Administration (ASENA), and a Master of Arts in Conference Interpreting (MACI). In September of 2008, the University launched its first doctoral program, a Ph.D. in Applied Linguistics.

In September of 2011, the University started two new associate programs, specifically, the Associate of Science in General Engineering (ASGE) and the Associate of Science in Hospitality Management (ASHM) thus further enriching and diversifying its offerings. In Fall 2012, the Master of Science in Psychology (MSPsy) was launched.

ASGE in the 2013-2014 academic year became the first university program to be linked with programs of another university, the University of New Hampshire (UNH). This was implemented through the signing of an articulation agreement, creating a seamless transition for students of the Hellenic American University ASGE program to UNHs baccalaureate programs in Engineering. Effective Fall 2014, the ASHM and ASENA programs were discontinued and merged in the BSBA and BSIT programs respectively as distinct majors. In Fall 2015, the university launched a Bachelor of Science in Engineering program (BSE) after having received approval from the New Hampshire Higher Education Commission.

On September 1, 2016 the institution submitted to the New Hampshire Higher Education Commission a Self-Study in preparation for a focused review by the Commission. The focused review occurred from October 2-4, 2016 and led to the University's degree granting authority being extended to June 30, 2018. In its meeting of June 19, 2018, the Commission extended the University's degree granting authority to December 30, 2018, and then, in its October 9, 2018 meeting to December 31, 2023.

In parallel with the development and implementation of these programs, Hellenic American University sought accreditation from the New England Association of Schools and Colleges (NEASC) through its Commission on Institutions on Higher Education (CIHE) now (effective July 31, 2018) the New England Commission of Higher Education (NECHE). Visits to the University were conducted by NEASC teams in January of 2006 and January of 2008. In April of 2008, the NEASC Commission on Institutions on Higher Education (CIHE) determined that the institution had met the 'Requirements of Affiliation' and was therefore eligible to apply to be a Candidate for Accreditation. A third visit was conducted in October of 2008, subsequent to an institution-wide 'Self-Study' which contributed immeasurably to the University's progress in developing policies, procedures, and standards to support undergraduate and graduate programs of distinction. Following this visit, the Commission on Institutions of Higher Education (CIHE) of NEASC approved Hellenic American University as a Candidate for Accreditation, effective as of March 5, 2008, which included initial approval to offer the Ph.D. degree in Applied Linguistics.

In 2010, the institution submitted its Biennial report to NEASC and was visited by a NEASC team as a result of the report. In December 2011 the University was accepted into final candidacy by NEASC. The University prepared and submitted a final Self-Study dated 1 October 2012, and NEASC conducted a visit from 11-14 November 2012. NEASC granted the University initial accreditation for five years, effective November 14, 2012. On October 16, 2015 Hellenic American University submitted to NEASC its accreditation Interim Report which was fully accepted. NEASC then set the dates for the institution's next comprehensive evaluation for 29 October – 1 November 2017. The University submitted its Self-

Study in preparation for the comprehensive evaluations on September 11, 2017 and was continued in accreditation for a period of 10 years, until the fall of 2027, with an obligation to submit an interim report in the fall of 2022 to be followed by a visit to validate its contents.

On May 14th, 2019, the New Hampshire Higher Education Commission approved two new academic programs, a Master of Science in Sales Management (MSSM) and an Associate of Science in Aviation (ASAV). In addition, the Commission approved the re-naming of the Bachelor of Science in Information Technology (BSIT) to Bachelor of Science in Informatics (BSI) and the re-naming of Master of Science in Information Technology (MSIT) to Master of Science in Informatics (MSI).

Effective April 1, 2017, Hellenic American University relocated its US instructional site from Manchester to the city of Nashua in southern New Hampshire.

The objectives of the University build upon the institution-defining vision and work of its and pioneering faculty and staff. These objectives influence in a comprehensive fashion all elements of the University community. It is the commitment of Hellenic American University to:

- Provide the best U.S. university education for its students, thereby enhancing their ability to engage in careers that contribute to community and business development;
- Enable students to contribute to global understanding and socioeconomic development by providing them with intercultural communication skills;
- Cultivate a stimulating learning environment in which career practices are informed by the highest standards of scholarly theory and principles of ethical behavior;
- Provide students with the attitudes, skills, and habits for lifelong learning and leadership roles in the global economy; and
- Serve as a center of intellectual and practical excellence in the region, where teaching, scholarship, and practice are integrated.

In the Fall of 2018, the University had an enrollment of 432 active students (185 undergraduate and 247 graduate) 2/3 being female and 1/3 male. For the AY 2017-2018, the overall undergraduate retention rate was 85% and the graduate rate was 97%. The overall retention rate for the AY 2017-2018 was 90%. There are 28 full time faculty at the University, 52 adjunct faculty and 8 visiting faculty.

The University's Charter

Hellenic American University was established as a United States institution of higher education on May 11, 2004, through passage of an Act of the General Court of the State of New Hampshire and the signature of the Governor. This legislation gave rise to an unprecedented initiative: the creation of a fully American university in Greece, chartered in the Granite State.

Hellenic American University's degree programs are regulated, approved, and regularly monitored by New Hampshire's Department of Education, Division of Higher Education -- Higher Education Commission. The University is a fully accredited member of the New England Association of Schools and Colleges as of November 14th, 2012.

The University's Mission

Hellenic American University provides the highest quality American education which is interculturally-informed, interdisciplinary in nature, and career relevant. It educates its students to be global citizens who are solidly grounded in the liberal arts and equipped to contribute to the economic and social development of their communities. The University's research initiatives advance the creation and dissemination of knowledge in the arts and humanities, social and natural sciences, business, and technology.

Purposes of our University:

- Prepare students for careers that enhance the quality of their professional lives by offering rigorous, competency-based academic programs that respond to economic and social needs;
- Initiate, promote, and support faculty and student research, applied research, advanced scholarship, and creativity;
- Develop well-rounded individuals who are conversant with both the conventions and basic knowledge of disciplines other than their own and with the interrelations between these disciplines;
- Cultivate the values of diversity, sustainability, internationalism, and integrity;
- Develop life-long learners by creating a stimulating academic culture and environment that fosters intellectual inquiry and promotes habits of critical thinking; and
- Educate students to take leadership roles in their own communities and the larger global community by emphasizing social responsibility and public service.

The University's Vision

Our Statement of Institutional Vision stands as an ideal to which the Hellenic American University community continuously aspires. Our objective is to purposefully and thoughtfully prioritize and undertake those actions which will bring our University ever closer to this ideal. This is a stimulating and worthy challenge, one that asks the best of all who embrace the University as their academic home.
Hellenic American University will be recognized as the premier, publicly-regulated, independent, American institution of higher learning in the larger Mediterranean region.

Statement of the Board of Trustees on University Values

The University expects that its faculty, students, and staff will be responsible citizens both in society and within the University itself. The Board of Trustees considers such responsibility to extend beyond the observance of law, which it takes for granted; such responsibility also includes an active commitment on the part of all members of the university community to safeguarding and promoting the values of tolerance and diversity, academic integrity, the free pursuit of knowledge, academic honesty and the protection of intellectual property.

As a place of learning, teaching, and research, the Hellenic American University can only thrive when all members of its community are committed to fostering an atmosphere that contributes to free academic inquiry. The Board of Trustees is committed to providing an environment in which the personal safety and integrity of all its members are protected from harassment, bigotry and intolerance in whatever form they may appear, and expects that its students, faculty and staff are likewise committed to this effort.

In fulfilment of the University's mission, the Board of Trustees encourages administrative officers and faculty to effectively pursue means to enhance the cultural, racial, gender and ethnic diversity of the University. The Board of Trustees furthermore instructs the University's officers to ensure adherence to the university's policies on non-discrimination in all University affairs, including but not restricted to employment and human resources management, admissions, student affairs, faculty relations, and third-party contracts, agreements, and relations.

The University's administration and faculty elaborate these principles in a broad range of policies and procedures, which are published in handbooks, guidelines and manuals, in printed and electronic form, and find expression as well in University contracts and other legal documents. The Board of Trustees instructs University leadership to take all appropriate measures to ensure that students, faculty and staff are aware of and observe these policies and procedures.

Adopted by the Hellenic American University Board of Trustees Meeting in March, 2005

ACADEMIC CALENDAR

Fall 2019

September 2	First Day of Classes (Continuing Students)
September 2	Labor Day (U.S.)
September 12-13	New Student Orientation
September 13	Final day to Add/Drop a course for full tuition refund (Continuing Students)
September 16	First Day of Classes (Freshmen Entering Class and Graduate Programs)
September 27	Final day to Add/Drop a course for full tuition refund (Freshmen Entering Class and Graduate Programs)
October 14	Columbus Day (U.S.)
October 28	National Day (Greece)
-	First Day of Classes (Mini Semester)
-	Final day to Add/Drop a course for full tuition refund (Mini Semester)
November 1	Community Meeting with the President (Convocation)
November 11	Veteran's Day (U.S.)
November 17 (SUN)	"Polytechneio" Commemorative Day (Greece)
November 28	Thanksgiving Day (U.S.)
December 13	End of Regular Semester
December 16	Make-up (for October 28 holiday)
-	Make up (for November 17 holiday)
Dec 19-Jan 5	Winter Break

Winter Intersession 2020

January 6	First Day of Classes
For full refund students should drop the course by the end of the second session of the term	Final day to Add/Drop a course for full tuition refund
January 6	Epithany (Greece)
January 20	Martin Luther King, Jr.'s Birthday (U.S.)
January 24	End of Regular Term
January 30	Feast of Three Hierarchs (Greece)
January 27	Make-up Epithany Holiday

- National holidays are observed according to the location of the campus.
- Classes that do not meet due to a holiday are rescheduled (following the end of the regular semester/term) to meet the University course contact requirements.

Spring 2020

January 30- January 31	New Student Orientation
February 3	First Day of Classes
February 14	Final day to Add/Drop a course for full tuition refund
February 17	Presidents' Day (U.S.)
March 2	Ash Monday (Greece)
March 25	Independence Day (Greece)
April 13-21	Spring Break
May 1	Labor Day (Greece)
May 22	End of Regular Semester
May 25	Make up (for Ash Monday holiday)
May 26	Make up (for Easter Monday holiday)
May 27	Make up (for Easter Tuesday holiday)
May 28	Make up (for March 25 holiday)
May 29	Make up (for May 1 holiday)
-	Feast of the Holy Spirit (Greece)
May 25	Memorial Day (U.S.)
To be announced	Commencement

Summer I & Summer II, 2020

Summer Term-I 2020	
May 30 to June 6	Travel Course (Walk Across Greece)
June 8	First Day of Classes
June 8	Feast of the Holy Spirit
For full refund students should drop the course by the end of the second session of the term	Final day to Add/Drop a course for full tuition refund
June 26	End of Regular Term
June 29	Make-up for Feast of the Holy Spirit holiday
Summer Term-II 2020	
June 29 to July 6	Travel Course (Walk Across Greece)
July 4	Independence Day (U.S.)
July 6	First Day of Classes
For full refund students should drop the course by the end of the second session of the term	Final day to Add/Drop a course for full tuition refund
July 24	End of Regular Term

- National holidays are observed according to the location of the campus.
- Classes that do not meet due to a holiday are rescheduled (following the end of the regular semester/term) to meet the University course contact requirements.

ADMISSIONS

UNDERGRADUATE PROGRAMS

Admission Process

Applications for all Hellenic American University programs can be submitted at any time during the year and are processed in the order received. Academic terms run for 15 weeks and normally begin in September, and February of each year. Courses are scheduled during the day and in the evenings.

The Office of Admissions evaluates applications and support materials for admissions and decides upon the acceptance and placement of students. All application support documentation should consist of either the original documents or notarized copies. Since the language of instruction and administration at Hellenic American University is English, documents that are not in English must be accompanied by certified English translations.

The accuracy and completeness of the submitted material will facilitate the admissions process and the timely evaluation of the applicant's candidacy. All applications and support materials are retained by Hellenic American University. Once submitted, no materials will be returned to the applicant.

Admission Requirements

Admission to the undergraduate programs of Hellenic American University is based on prior academic performance, non-academic experience, involvement in extra-curricular activities and proficiency in the English Language. The following are the minimum requirements for unconditional admission:

- High school Diploma from an accredited high school or foreign secondary school equivalent.
- English Language Proficiency (Undergraduate programs are offered exclusively in the English Language.).

Application Package

Applicants must submit the following in order to qualify for consideration for admission to the University:

- A completed undergraduate admissions application (See Web for Downloads)
- Official Diploma, transcripts, and certificates of all secondary and post-secondary schools attended. These documents may be sent directly from the issuing institution to the Admissions Office of the University or the applicant may receive them in a sealed envelope and submit them with the application. The sealed envelope(s) must not have been opened before receipt by Hellenic American University Admissions for the transcript to be valid.
- Evidence of English language proficiency*
- The required essay
- Two letters of recommendation from school officials where the applicant has most recently attended or working professionals if the applicant has been or is currently working.
- Two current passport-size photographs
- A non-refundable application fee of €30/$42
- A copy of the applicant's passport/National Identity Card

*English Proficiency may be evidenced by one of the following:

- A high school Diploma and/or transcript from an institution whose language of instruction is English
- International Baccalaureate Certificate or Diploma
- General Certificate of Secondary Education Certificate (GCSE)
- International English Language Testing System (IELTS) with a minimum score of 5.5
- Test of English as a Foreign Language (TOEFL) with a minimum iBT total score of 80
- Test of English for International Communication (TOEIC) with minimum score of 750
- Michigan English Language Assessment (MELAB) with a minimum score of 77
- University of Michigan Certificate of Competency in English (ECCE)

- University of Cambridge First Certificate in English (FCE)
- Hellenic American University Advanced Level Certificate in English (ALCE)

SAT and **ACT** scores, although not required, will assist the University with its decision. Applicants must make their own arrangements for the examinations and have the results forwarded to the University. Please contact us for further information.

***Interview*:** A personal interview, either in person or by telephone is required for every applicant who appears to meet the standards for admission.

Conditional Admission

Under certain circumstances, applicants who demonstrate excellent potential for successful completion of the program, but do not meet all entrance requirements, may be considered for conditional admission. Students admitted in this manner must successfully remove any outstanding conditions within the time period stipulated by the Office of Admissions in order to achieve unconditional status and officially continue in the program.

Non-degree Students (Special/Non-matriculated)

Hellenic American University welcomes applications for non-degree status. A non-degree student (also referred to as a special or non-matriculated student) is one who is not pursuing a degree. Non-degree students are limited to a total of 30 credits (approximately 10 courses).

Non-degree applicants are required to submit the following in order to qualify for consideration for admission to the University with non-degree status:

- A completed undergraduate admissions application (See Web Downloads)
- Official Diploma, transcripts, and certificates of all secondary and post-secondary schools attended. These documents may be sent directly from the issuing institution to the Admissions Office of the University or the applicant may receive them in a sealed envelope and submit them with the application. The sealed envelope(s) must not have been opened before receipt by Hellenic American University Admissions Office in order for the transcript to be valid.
- Evidence of English language proficiency* (See above)
- Two current passport-size photographs
- A copy of the applicant's passport/National Identity Card

If a non-degree student should subsequently decide to pursue a degree at the University, **the student should petition the Office of Admissions for a change of status and provide the following to qualify for consideration for degree status:**

- The required essay
- Two letters of recommendation
- A non-refundable application fee of €30/$42

A student may change status from non-degree to degree or vice versa only once. Non-degree students who become degree-students must follow the degree programs in effect at the time they are admitted as a regular undergraduate student.

GRADUATE PROGRAMS

Admission Process

Applications for all Hellenic American University Master's Degree programs can be submitted at any time during the year and are processed in the order received. Academic terms run for 15 weeks and normally begin in September, and February of each year. Courses are scheduled during the day and in the evenings.

Consonant with its international character and commitment to diversity, Hellenic American University welcomes applicants from all parts of the globe. We attract students with substantial experience who wish to enhance their career opportunities with the knowledge gained through our various master's programs.

The Graduate Admissions Committee evaluates applications and support materials and decides upon the acceptance and placement of students at Hellenic American University. All application support documentation should consist of either the original documents or notarized copies. Since the language of instruction and administration at Hellenic American University is English, documents that are not in English must be accompanied by certified English translations.

The accuracy and completeness of submitted material will facilitate the admissions process and the timely evaluation of an applicant's candidacy. ***All applications and support materials are retained by Hellenic American University. Once submitted, no materials will be returned to the applicant.***

Admission Requirements

The Graduate Admissions Committee evaluates applications and supporting material for admissions and decides upon the acceptance and placement of students at Hellenic American University.

Admission to the graduate programs of the University is based on prior academic performance, both at the undergraduate and at the graduate level, professional work experience, and proficiency in the English Language. The selection process gives particular emphasis to evidence of leadership potential along with academic excellence. Special weight is also assigned to professional experience in the selection process. Applicants who are eligible for unconditional admission should meet the following requirements:

- **An undergraduate (or graduate in the case of the Ph.D. program) degree** from a recognized university with a liberal arts or general education component, or an undergraduate degree from an accredited institution, with at least a B (3.0) grade point average; and
- **Evidence of English Language proficiency**. For those applicants whose native language is not English, the University will accept the following forms of evidence:
    a. An undergraduate or graduate degree from an institution in which English is the language of instruction
    b. Test of English as a Foreign Language (TOEFL) with a minimum iBT total score of 90
    c. Test of English for International Communication (TOEIC) with a minimum score of 850
    d. Michigan English Language Assessment (MELAB) with a minimum score of 81
    e. University of Michigan or Cambridge Certificate of Proficiency in English
    f. International English Language Testing System (IELTS) score of 6.5
    g. Other evidence of proficiency will be reviewed individually
- **Interview.** Every application packet is reviewed individually. Therefore, it is important that the applicant goes through an interview. If this is not feasible, the candidate is contacted and interviewed over the phone. The interview will be conducted by a faculty member from the Department and will revolve around a candidate's prior academic and professional experience.
- **Evidence of Second Foreign Language (If involved) or Greek Language Proficiency (if the candidate is not a native Greek speaker) for MAT and MACI applicants.**

    Acceptable forms of evidence include:
    a. an undergraduate or graduate degree from an institution in which the second foreign language is the language of instruction
    b. equivalent certificate of proficiency for the second foreign language (if involved)
    c. equivalent certificate of proficiency for the Greek language (for non-Greek citizens)

d. other evidence of proficiency will be reviewed individually

ENTRANCE EXAMS FOR THE MACI AND MAT

For the MAT program, candidates without a background in linguistics, language and literature or translation/interpreting, are asked to take an entrance exam to test their preliminary translation competence. The exam includes the translation of a text from English into Greek in two hours. The text is about 300 words long and you are allowed to use dictionaries.

Applicants for admission to the MACI who fail to demonstrate sufficient proficiency in English during the interview will be asked to take an entrance exam. The test is administered on site and involves an oral translation of a general text from English into Greek.

Hellenic American University reserves the right to make inquiries concerning the accuracy of the information provided in a candidate's application. Decisions on admission are made in good faith on the basis of information provided by the applicant and his/her referees. If the University later discovers that false statements have been made or material information has been withheld or omitted, it reserves the right to withdraw an offer of admission or to terminate registration.

Application Package

To be considered for admission, a candidate must submit a complete application package, which consists of:

- A completed admissions application
- Signed and sealed envelopes containing official transcripts from each college/university (graduate or undergraduate programs) previously attended. These may either be sent directly from the institution or received by the applicant in sealed envelopes and submitted with the application. The sealed envelope must not have been opened by the applicant under any circumstances for the transcript to be valid.
- An up-to-date résumé
- The required essay
- Two (2) letters of recommendation
- Evidence of English Language Proficiency (See under admission criteria below)
- Two (2) current passport-size photographs
- A copy of a passport or National Identity Card
- A non-refundable application fee of 50€/$70 (100€/$140 for the Ph.D. program).
- In addition to the above mentioned required supportive documents, candidates who are applying for the Master of Arts in Translation (MAT) and the Master of Arts in Conference Interpreting (MACI) need to submit Evidence of Greek language proficiency (for non-Greek citizens) (See under admission requirement above).

! *All applications and supporting materials are retained by Hellenic American University. Documents that are not in English must be accompanied by certified English translations. Applications should contain either the original documents (or notarized copies) and certified translations.* ***All applications and supporting materials are retained by Hellenic American University. Once submitted, no materials will be returned to the applicant.***

Conditional Admission

The Admissions Committee may decide to defer the decision of admission for some candidates who show exceptional promise of successful completion of their program of choice but do not meet minimum standards for admission, in order to evaluate more accurately the actual potential of the applicant. In these cases, the Admissions Committee may grant conditional admission status to the applicant, until there is sufficient and clear evidence that the student is qualified to enter the program. Conditionally admitted students receive formal admission only if they provide the evidence requested by the Admissions Committee. The requested evidence may consist of additional letters of recommendation, evidence of professional growth potential, or additional course work. The Admissions Committee specifically informs conditionally admitted students about the time period within which the requirements for unconditional admission must be met.

International Admission – Applicant Information

International applicants who wish to study at Hellenic American University must obtain the appropriate student visa before enrolling and attending classes. The appropriate documents for the visa application will be issued upon admission provided (a) they provide proof of sufficient funding to cover the cost of their studies (tuition, fees, living expenses and incidentals) for the duration of their program and (b) have paid the required non-refundable deposit. Please note that verifying proof of sufficient funding is a legal obligation on the part of the University and unless satisfied the institution will be unable to issue the appropriate visa documentation.

International applicants applying to attend classes at the Athens, Greece campus and are citizens of a non-European Union member state, in accordance with Greek law, must obtain a student visa to enter Greece; subsequently, they will be required to apply for a residence permit. Applicants for admission are advised to verify the student visa requirements for nationals of their country through the appropriate Greek consular authorities and to compile the necessary public/government documents for submission in support of their visa application. Please note that Consular authorities retain the right to deny a student visa application. As such, it is advisable that no travel plans be made until your student visa has been approved.

International applicants applying to attend classes at the Nashua, N.H., campus and are not a U.S. citizen or a Permanent Resident (Green Card Holder) must obtain a student visa to enter and study in the U.S. Applicants for admission are advised to verify the student visa requirements for nationals of their country through the appropriate U.S. consular authorities and to compile the necessary public/government documents for submission in support of their visa application. Please note that consular authorities retain the right to deny a student visa application. As such, it is advisable that no travel plans be made until your student visa has been approved.

Irrespective of the location of study, if applicable, international applicants are urged to register early for the appropriate TOEFL/TOEIC test administrations. Applicants must make their own arrangements for the examinations and have the results forwarded to the University.

Students with Special Needs

Hellenic American University, through the University's Counselling Center supports students with special needs in order to successfully complete their studies and integrate into university life. Our aim is to ensure equal access to learning and to empower individuals with special needs in their personal and academic progress. In the case where the special needs have been already identified, the student has the responsibility of providing diagnostic evidence to the Office of Academic Affairs. The Provost, together with the Director of the Counseling Center review the evidence. With the student's informed consent, the University moves onto an appropriate course of action at the recommendation of the Director of the Counselling Center. This normally includes communicating to the Provost recommendations based on the diagnostic profile of the student's needs; the Provost reviews the recommendations and forwards relevant instructions to the student's professors- and as needed- mentor and program director, in order to best facilitate the student's optimal performance. The Counseling Center can get involved if requested, to provide individualized counseling support to the student focusing on issues such as time and stress management, relaxation techniques and coping skills, and where appropriate, onward referral to specialized units/professionals for further support. Furthermore, the Counseling Center can provide consultation to the student's professors on ways in which they can help. All services are subject to the student's informed consent and are confidential. In the case where they may be previously undiagnosed special needs, the student is encouraged to seek initial assessment at the Counseling Center where referral to diagnostic centers/professional experts for formal diagnosis can be made, if appropriate. The responsibility of initializing and following through with the recommended procedure remains with the student.

Hellenic American University admits students of any race, color, national and ethnic origin, gender, sexual orientation, age, religion, physical disability, or veteran status to all the rights, privileges, programs, and activities generally accorded or made available to students at the University. The university does not discriminate on the basis of race, color, national and ethnic origin, gender, sexual orientation, age, religion, physical disability, or veteran status in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic or other school-administered programs.
The University reserves the right to make inquiries concerning the accuracy of the information provided in the candidate's application. Decisions on admission are made in good faith on the basis of information provided by the applicant and his/her referees. If the university later discovers that false statements have been made or material information has been withheld or omitted, it reserves the right to withdraw an offer of admission or to terminate registration.

The Hellenic American University Student Records Policy protects the privacy of student academic records. This policy is consistent with United States Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232G; 34 CFR Part 99); however, it does not abrogate any of the requirements of, or rights under, the terms of the 2472/97 Data Protection Act. The Hellenic American University Student Records policy is published in the *Student Handbook*.

CREDIT TRANSFER, UNDERGRADUATE

Undergraduate students may request to transfer credits for courses completed in other institutions of higher learning. The table below outlines the conditions under which such requests will be evaluated.

<table>
<tr><th colspan="4">CONDITIONS GOVERNING TRANSFER OF UNDERGRADUATE CREDITS</th></tr>
<tr><th>Program</th><th>Maximum number of transferable credits</th><th>Grade Requirements</th><th>Restrictions</th></tr>
<tr><td rowspan="2">All Undergraduate 4-year Programs</td><td>Full Associate Degree</td><td>N/A</td><td>Associate degree transferred needs to be relevant to intended study.</td></tr>
<tr><td>60 credits</td><td rowspan="2">Grade awarded: C- or better</td><td rowspan="2">Credits may not be transferred from completed degree programs irrespective of institution attended and degree earned.</td></tr>
<tr><td>All Associate Degree Programs</td><td>30 credits</td></tr>
<tr><th colspan="4">IMPORTANT NOTES</th></tr>
<tr><td colspan="4">Credits may only be transferred from higher education institutions recognized by their respective national regulatory authorities. Consideration for transfer is given only upon admission to the University.</td></tr>
<tr><td colspan="4">The University will make the determination of eligible transfer credit.</td></tr>
<tr><td colspan="4">If credits are transferred, only the credit appears on the Hellenic American University transcript. The grades do not transfer and do not become part of the student's GPA.</td></tr>
<tr><td colspan="4">Credits may not be transferred from completed degree programs irrespective of institution attended and degree earned. EXCEPTION: A full Associate Degree can be transferred provided it is relevant to the intended study.</td></tr>
<tr><td colspan="4">The last 30 credits of the degree program must be earned at Hellenic American University in order to be awarded an undergraduate baccalaureate degree.
Exceptions to this policy are possible through the approval of the Provost.</td></tr>
</table>

COURSE WAIVERS, UNDERGRADUATE

CONDITIONS GOVERNING WAIVERS FOR UNDERGRADUATE COURSES		
Types of Waivers	Credits Awarded?	Basis of Waiver
Waiver without substitution	Yes	(a) Prior Experiential learning (b) By examination
Waiver with substitution	No	
Waiver of Second Language Requirement (Without Substitution)	Yes	(a) Official documentation proving language proficiency at a B1 competence level (for Beginning Language 1 and Beginning language 2). (b) Has to be a language different than English and the student's native language.

IMPORTANT NOTES
The University shall determine if credit shall be granted (waivers without substitution) or not (waivers with substitution).
When credit is awarded on the basis of prior experiential or non-collegiate-sponsored learning alone, student learning and achievement are demonstrated to be at least comparable in breadth, depth, and quality to the results of institutionally provided learning experiences.
The faculty will assure that there are clear standards for assessment of student competencies in the designated subject areas and that the student's record will contain the competencies attained and the methods of assessment on the basis of which the credits were awarded.
If credits are waived, only the credit appears on the HAUniv transcript.
No more than 50% of the credits required for a degree shall be awarded for prior experiential learning and/or for credits by examination.
Exceptions to this policy are possible through the approval of the Provost.

CREDIT TRANSFER, GRADUATE

CONDITIONS GOVERNING TRANSFER OF GRADUATE CREDITS			
Program	Maximum number of transferable credits	Grade Requirements	Restrictions
MBA/MSI MAT/MACI/MSPsy	9	B or better	(a) In no case will the number of credits allowed exceed 25% of the total required for graduation for that program. (b) Credits may not be transferred from completed degree programs irrespective of institution attended and degree earned.
MAAL	6	B or better	

IMPORTANT NOTES
Credits may only be transferred from higher education institutions recognized by their respective national regulatory authorities. Consideration for transfer is given only upon admission to the University.
The Relevant Admissions Committee for the respective program will make the determination of eligible transfer credit.
If credits are transferred, only the credit appears on the Hellenic American University transcript. The grades do not transfer and do not become part of the student's GPA.
Credits may not be transferred from completed degree programs irrespective of institution attended and degree earned.
Exceptions to this policy are possible through the approval of the Provost.

COURSE WAIVERS, GRADUATE

CONDITIONS GOVERNING WAIVERS FOR GRADUATE COURSES		
Types of Waivers	Credits Awarded?	Basis of Waiver
Waiver without substitution	Yes	CURRENTLY ONLY VALID FOR MBA & MAAL (*)
Waiver with substitution	No	An applicant with at least five years of experience in any professional area in which the University offers a degree may have the first professional course in that major area waived WITH substitution of another course.
IMPORTANT NOTES		
In no case may a student have waivers for more than 9 credit hours of coursework for a graduate degree.		
Waivers fall under the responsibility of the Admissions Committee for each academic program under the supervision of the Provost. The Committee determines if a waiver is with substitution (no credit shall be granted) or without (credit shall be granted).		
This committee shall fully document all decisions concerning waivers, including their reasons for judging that the candidate has acquired the relevant competencies for each waived course. This documentation must be forwarded to the Registrar who shall keep it in the student's official file. The student's mentor/academic advisor shall also be informed of these decisions.		
Exceptions to this policy are possible through the approval of the Provost.		

Course Waivers, MBA & MAAL

CONDITIONS GOVERNING WAIVERS FOR MBA/MAAL		
Types of Waivers	Credits Awarded?	Basis of Waiver
Waiver without substitution	Yes	CURRENTLY ONLY VALID FOR MBA & MAAL (*) Required courses may be waived, without substitution of another course, under certain conditions, which will be determined by the University's Curriculum Committee.
IMPORTANT NOTES		
MBA: Applicants for admission to the MBA program who have an undergraduate business or economics degree and/or at least 5 years of relevant business/professional experience are eligible to have up to 3 introductory level courses waived if the Admissions Committee concludes that this candidate has attained the outcomes required to pass these courses. Generally, the rule of thumb will be a ratio of 3:1. That is, if a candidate has taken at least 3 courses in a business or economics subject area with an average grade of at least a B (or its equivalent in other assessment schemes), then the candidate may be eligible for a waiver WITHOUT substitution of the first required course in that area of study in the MBA program.		
MAAL: Applicants who have a recognized undergraduate degree and who have successfully completed the Hellenic American Union "Applied Linguistics Methodology and Practicum" since the year 2002 with at least a grade of C and have earned the relevant certification may be eligible for waivers WITHOUT substitution for up to 6 credit hours.		

TUITION & FEES

Payment Policy

Students are required to pay their tuition in two installments per academic year. The first installment is due upon registration for the Fall semester and the second upon registration for the Spring semester. Some continuing students may have contracted arrangements with the Financial Services Office. These students should contact this Office during the fall registration period.

UNDERGRADUATE PROGRAMS

Tuition

Resident tuition for all bachelor's degree programs is €233,33/$280.00 per credit (€700,00/$840.00 per 3- credit course). Tuition is subject to change. The cost of books and additional class materials that may be required for each course are not included in the tuition. Table 1 depicts the current tuition rates per undergraduate program for resident students.

Table 1. Undergraduate Program Tuition and Fees for resident students

Program	Duration of studies (years) if attending as a full-time student	Credits	Courses (#)	Tuition fees				Application fees	
				Resident				(€)	($)
				Per Credit (€)	Per Credit ($)	Total Tuition (€)	Total Tuition ($)		
ASAV	2	61	20	€233,33	$280.00	€13,999.80	$ 16.800	€30,00	$36.00
ASGE	2	67	20	€233,33	$280.00	€15,633.11	$ 18.760	€30,00	$36.00
BSBA	4	121*	40	€233,33	$280.00	€28,232.93	$ 33.880	€30,00	$36.00
BSI	4	121	40	€233,33	$280.00	€28,232.93	$ 33.880	€30,00	$36.00
BAELL	4	121	40	€233,33	$280.00	€28,232.93	$ 33.880	€30,00	$36.00
BM	4	121*	40**	€233,33	$280.00	€28,232.93	$ 33.880	€30,00	$36.00
BSPSY	4	120	39	€233,33	$280.00	€27,999.60	$ 33.600	€30,00	$36.00
BSE	4	126	40	€233,33	$280.00	€29,399.58	$ 35.280	€30,00	$36.00

* The number of credits may vary depending on the Major/Minor that each student follows.
** The number of courses may vary depending on the Major/Minor that each student follows.

Fees

In addition to tuition, the following fees are due and payable at the beginning of each academic year before registration for all undergraduate students except for non-degree (special/non-matriculated) students.

2019-2020 Fees, Undergraduate

Fees	Amoun	Payable
Application Fee	€30.00 $36.00	Payable with the submission of the application.
Non-Refundable Deposit (for New Students)	€1000.00 $1200.00	To be deducted from the first installment.
TOEIC Exam	€100.00 $120.00	Candidate students that lack proof of English Language Certification, according to HAUniv's Admissions requirements.

Registration Fee (for Financial Aid recipients only)	Per semester / payable upon registration. Fee varies by percentage (%) of Scholarship awarded. Please refer to Fees Payable by Award Recipients Chart in the Student Handbook.	
Education Services Fee	€150.00 $180.00	Per year / payable upon Fall registration.
Graduation Fee	€150.00 $180.00	Upon Graduation/one month before the graduation ceremony.
Conservatory Fee	€80.00 $96.00	Music students only.

2019-2020 Other Fees

The following fees apply to all students.

Fees	Amount	Payable
Late Registration Fee	€100.00 $120.00	Students registering during Add/Drop period.
STOP-OUT FEE	€150.00 $180.00	Students not registering for a specific period within the academic year.
ID Replacement Fee	€20.00 $24.00	Contact the Office of Student Affairs to request new ID card.
Official Transcript	€ 30.00 $ 36.00	Applies to both students and alumni. Payable upon submission of request.
Unofficial Transcript	€ 10.00 $ 12.00	No charge for one per semester. Fee applies to both students and alumni for all other requests. Payable upon submission of request.
Processing of any document requiring Apostille and/or US Notary services	€100.00 $120.00	Fee applies to the processing of any document that requires US Notary Services and/or an Apostile.
MATH90	€466,66/$560.00	MATH90 is invoiced only to those students that fail or skip the Mathematics Placement test.

GRADUATE PROGRAMS

The cost of tuition varies according to program. Table 1 depicts the current tuition and fee rates per program for resident students. The cost of books and other material that may be required for each course are not included in the tuition figures.

Table 2. Graduate Program Tuition and Fees for resident students

Program	Duration of studies (years) if attending as a full-time	Credits	Courses (#)	Tuition fees			Application fees
				Resident			
				Per Credit	Per Course	Total Tuition	
Ph.D. in Language and Communication	4	58	21	€520,00	€ 1.560	€30,160,00	€100,00
				$624.00	$1,872	$36,192.00	$120.00
Master's of Business Administration (MBA)	2	36	12	€390,14	€1,170,42	€14.045,00	€50,00
				$486.17	$1,404.50	$16,854.00	$60.00
MBA - Rolling Cohort	2	36	12	$388.89	$1,167.67	$14,000 *	$60.00
Master's of Applied Linguistics (MAAL)	2	36	11	€257,47	€772,41	€9.269,00	€50,00
				$308,96	$926.89	$11,123.00	$60.00
Master's of Arts in Translation (MAT)	1	36	12	€257,47	€772,41	€9.269,00	€50,00
				$308,96	$926.89	$11,123.00	$70.00
Master in Science in Sales Management (MSSM)	1 ½	30	10	€230,00	€690.00	€6,900.00	€50,00
							$70.00
Master's of Arts in Conference Interpreting (MACI)	1	39	13	€237,67	€713,00	€9.269,00	€50,00
				$285,20	$855.60	$11,123.00	$70.00
Master's of Science in Informatics (MSI)	1 ½	36	11	€333,33	€1.000,00	€12.000,00	€50,00
				$399.99	$1,200.00	$14,400.00	$70.00
Master's of Science in Psychology (MSPsy) **Concentration in Clinical Psychology** * Includes Thesis	2	60	20	€221,82	€665,46	€13.309,00	€50,00
				$266.19	$798.60	$15,971.00	$70.00
Master's of Science in Psychology (MSPsy) **Concentration in Counseling Psychology** * Includes Thesis	3	66	22	€221,82	€665,46	€14,640.12	€50,00
				$266.19	$798.60	$17,568.54	$70.00

* MBA-Rolling Cohort program tuition includes a $3,000 intenational practicum fee.

Veterans applying to the University under the GI Bill are charged resident tuition irrespective of their residency status.

In addition to tuition, the following fees are due and payable at the beginning of each academic year before registration for all graduate students:

2019-2020 Fees, Graduate

Fees	Amount	Payable
Application Fee All programs but Ph.D.	€50.00 $60.00	Payable with the submission of the application.
Application Fee for Ph.D. Program	€100.00 $120.00	Payable with the submission of the application.
Dissertation Fee (Ph.D. candidates)	€150.00 $180.00	Payable with the submission of the manuscript.
Non-Refundable Deposit (for New students)	€ 1000.00 $1200.00	To be deducted from the 1st installment.
Registration Fee (for Financial Aid recipients only)	Per semester / payable upon registration. Fee varies by percentage (%) of Scholarship awarded. Please refer to the Registration Fees Payable by Award Recipients Chart found in the Student Handbook.	
Education Services Fee	€150.00 $180.00	Per year / payable upon Fall registration.
Graduation Fee	€150.00 $180.00	One month before the graduation ceremony.

2019-2020 Other Fees

The following fees apply to all students for the appropriate services:

Fees	Amount	Payable
Late Registration Fee	€100.00 $120.00	Students registering during Add/Drop period.
STOP-OUT FEE	€150.00 $180.00	Students not registering for a specific period within the academic year.
ID Replacement Fee	€20.00 $24.00	Contact the Office of Student Affairs to request new ID card.
Official Transcript	€ 30.00 $ 36.00	Applies to both students and alumni. Payable upon submission of request.
Unofficial Transcript	€ 10.00 $ 12.00	Students can obtain one copy of unofficial transcripts per semester for free. Additional copies of unofficial transcripts will be charged.
Processing of any document requiring Apostille and/or US Notary services	€100.00 $120.00	Fee applies to the processing of any document that requires US Notary services and/or an Apostille
Diploma Reprinting Charge	€100.00 $120.00	Students can request a reprinting of their original diploma in cases of documented loss.

The following tuition-fees apply to all international students.

Tuition Fees	Amount
Undergraduate Programs	€ 58.000 $ 69.600
Graduate Programs	€ 35.400 $ 42.480
Doctoral Program	€ 75.000 $ 90.000
Academic English Bridge Program	€ 18.510 $ 22.212

Tuition and fees are subject to change. Exchange rate conversions are based on a yearly average. For 2019-2020 the rate is set to 1 € = 1.20 $. This rate may change should significant fluctuations occur. Students who are delinquent in their tuition and fees will not be allowed to continue in the program until their fees are current. The University further reserves the right to refuse to register and/or to withhold grades, transcripts, and diploma of any student until all delinquent charges have been paid in full.

For further information, please contact the Department of Financial Services.

FINANCIAL AID & SCHOLARSHIPS

Hellenic American University is committed to helping students with exceptional promise enroll in appropriate academic programs and through academic study and application succeed in their quest to acquire knowledge and competencies that will make a difference in their personal and professional lives.

Current and prospective students may apply for Financial Aid and for Scholarships at the beginning and after completion of 50% of the required credits for Graduation. Undergraduate students may apply for consideration for work-study support and graduate students may apply for fellowships, teaching, and research assistantships. Selected students may have up to 50% of tuition waived in exchange for agreed upon work during the academic year.

Financial Aid is awarded to students based on need and takes the form of Student Assistantship. Scholarships (Fellowships and Assistantships) are awarded to students based on academic achievement, early admission, and special consideration. All financial awards are reviewed periodically and can be suspended or revoked if a student does not maintain academic standing appropriate to the award or does not demonstrate appropriate conduct within the University as outlined in the *Student Handbook*.

Students interested in Financial Aid must submit an official request for Financial Aid (application). The Financial Aid Committee will consider all applications and supporting documents and will then determine final awards. Students interested in Scholarships must submit an official request for Scholarship. The Scholarship Committee will consider all applications and supporting documents and will then determine final awards. Complete information on financial aid including scholarship categories are detailed in the *Student Handbook*.

All financial aid and scholarship information can be found on the HAUniv website (http://hauniv.edu/admissions/financial-aid)

ACADEMIC INFORMATION

Academic Credit

Hellenic American University fully complies with US federal requirements relating to Title IV program participation vis-a-vis the award of academic credit. The basic unit of credit at Hellenic American University is the semester hour. In a typical 15-week semester, each credit awarded corresponds to one contact hour of classroom instruction per week, which is supplemented by a minimum of two hours of appropriate out-of-class activities of appropriate academic rigor commensurable to the level of instruction (undergraduate or graduate) that students receive. At least an equivalent amount of work is required for other academic activities established by the institution, including e-learning courses, laboratory work, internships, practica, studio work, directed studies, independent studies and other academic work leading to the award of credit hours.

Academic Mentoring/Advising for Students

Academic mentoring/advising is an integral part of the Hellenic American University experience. It guides students toward the timely completion of their studies as well as the identification and fulfilment of their academic goals. Students who are admitted to the academic programs of Hellenic American University enroll in appropriate courses with counsel from a mentor/advisor.

While faculty mentors/advisors have specific responsibilities, students also play an active part in the advising relationship. They are expected to initiate contact with their mentors, make final decisions about academic matters, and accept responsibility for the consequences of their decisions. The *Student Handbook* outlines these responsibilities in detail.

The University places great emphasis on the development of students' personal skills. Every student is expected to manage his/her own learning process and to be able to work both independently and as a part of a group.

Course Enrolment

After the student meets with the advisor and receives permission to enroll in courses, the student must contact the Office of the Registrar to register for specific courses. Students are advised to initiate the registration procedure well in advance of the start of class. It is also the student's responsibility to be aware of registration dates, fee payments and schedule adjustment procedures. This information can be found on the university website http://www.hauniv.edu.

For undergraduate programs, for full-time students, the typical semester course load ranges from 12 - 18 credits. Students who would like to register for more than 18 credits must consult with their mentor and receive permission by the Provost before their registration is processed. For intersessions (Winter and Summer) the typical course load should not exceed 6 credits. Students who would like to register for more than 6 credits must consult with their mentor and receive permission by the Provost before their registration is processed.

Depending on the semester attended, the following add/drop policy apply:

UP TO WHICH WEEK OF THE SEMESTER (FALL/SPRING) MAY I ADD/DROP A COURSE?				
	Weeks: 1 & 2	Weeks 3 & 4	Weeks 5 & 6	Week 7 to end of SEMESTER
Add	May add course	No course can be added after the end of week 2		
Drop	May drop course			No course can be dropped after the end of week 6
DO I HAVE AN ACADEMIC OR FINANCIAL PENALTY FOR ADDING OR DROPPING A COURSE?				
ACADEMIC PENALTY FOR ACTION TAKEN				
	Weeks: 1 & 2	Weeks 3 & 4	Weeks 5 & 6	Week 7 to end of SEMESTER
Add	No penalty	Not applicable: cannot add course after end of week 2		
Drop	No penalty	Student receives a 'W' grade for course. No credit for course awarded. Does not affect GPA.		Student will receive a grade based on up to date performance Credit for course awarded. Does affect GPA
FINANCIAL OBLIGATIONS/PENALTY FOR ACTION TAKEN				
	Weeks: 1 & 2	Weeks 3 & 4	Weeks 5 & 6	Week 7 to end of SEMESTER
Add	Charged for course	Not applicable as no course can be added after end of week 2		
Drop	Full refund	50% refund of tuition paid		0% refund of tuition paid
REFUND WILL BE FIRST APPLIED TO ANY OUTSTANDING BALANCE BEFORE BEING REMITTED TO STUDENT.				

UP TO WHEN MAY I ADD/DROP A COURSE DURING THE IRREGULAR TERMS (SUMMER I, II & WINTERIM)?				
	1st. Class session	2nd class session	3rd class session	4th class session to end of irregular term
ADD	May add course	No course can be added after the end of 2nd class session		
DROP	May drop course			No course can be dropped after the end of 4th class session
DO I HAVE AN ACADEMIC OR FINANCIAL PENALTY FOR ADDING OR DROPPING A COURSE?				
ACADEMIC PENALTY FOR ACTION TAKEN				
	1st. Class session	2nd class session	3rd class session	4th class session to end of irregular term
ADD	No penalty	Cannot add course after the end of the 1st class session		
DROP	No penalty	Student receives a 'W' grade for course. No credit for course awarded. Does not affect GPA.		Student will receive a grade based on up to date performance Credit for course awarded. Does affect GPA
FINANCIAL OBLIGATIONS/PENALTY FOR ACTION TAKEN				
	1st. Class session	2nd class session	3rd class session	4th class session to end of irregular term
ADD	Charged for course	Not applicable as no course can be added after 1st class session		
DROP	Full refund	50% refund of tuition paid	0% refund of tuition paid	
REFUND WILL BE FIRST APPLIED TO ANY OUTSTANDING BALANCE BEFORE BEING REMITTED TO STUDENT.				

Ph.D. in Language and Communication Drop Policy

Students may drop from a course without academic or financial penalty by the first day of each residential course (core course or discipline specific seminar). To do so, they must contact the PhD Associate Director and the Registrar's Office. Students dropping the course later than the first day of courses will receive no refund of fees. When students drop a core course that has a project paper, they automatically drop project paper associated with the course. For Qualifying Papers and Dissertation students can drop the course within the first fifteen days following registration.

Course Requirements

General course descriptions can be found in this Catalog and on the University Website. Specific course details and requirements are provided by faculty members to students at the beginning of each course via the course syllabus. The syllabus includes the instructor's expectations, course description and policies, outcomes to be achieved and assessment procedures, as well as faculty contact details and procedures and deadlines for coursework submissions. Questions and clarifications regarding the course syllabus should be directed to the respective faculty.

MODES OF INSTRUCTION

Hellenic American University is supported by state-of-the-art facilities and equipment and makes wide use of innovative instructional techniques. Faculty members offer classroom instruction using cases, lectures, video programs and other multimedia presentations. Faculty also encourage on-line interaction to obtain information about course material, syllabi, lectures, etc. Students will receive extensive feedback from faculty in the evaluation process to assist them in attaining the competencies required for that area of study. Academic instruction is in English.

IRREGULAR COURSES	
	Definitions
Directed Study	When a catalog approved course is offered on a one-to-one basis for a student (for a maximum of 3 students) then the course is said to be offered as a 'directed study'.
Independent Study	An independent study is the study, on a tutorial basis, of a topic not covered in course offerings listed in the catalog.
Audit	A student 'audits' a course when he/she enrolls and attends but does not receive a grade, and therefore, credits for it. An audited course does not count towards your graduation requirements.

	Eligibility	Directed Study	Independent Study	Audit
Freshmen		Not Eligible		
Sophomores		✓	Not Eligible	✓
Juniors		✓	✓	✓
Seniors		✓	✓	✓
Graduate Students		✓	✓	✓
Ph.D. Students		Not Eligible		

	Conditions	Directed Study	Independent Study	Audit
Student should be in good academic standing		✓	N/A	N/A
Course required for student to graduate in a timely fashion		✓	✓	N/A
Course requested is included in University Catalog		✓	N/A	✓
Course requested is not included in University Catalog		N/A	✓	N/A
Should fulfill a program requirement		✓	✓	N/A
Comply with Federal regulations regarding award of Academic Credit		✓	✓	✓
Other conditions as defined by the Provost		✓	✓	N/A

	Special Conditions
Directed Study	▪ Designated faculty has to be full-time. If not available, an adjunct faculty member may be designated. ▪ Some courses are not offered as directed studies due to special characteristics of the content (e.g., math, computer programming, etc.) and/or required methodology (e.g., lab work, etc.). ▪ Freshmen (first year undergraduate students) are discouraged to request a directed study. Under special circumstances they may be granted the right to register in a directed study after submitting an Appeal to the Office of the Provost. ▪ Students on scholarship of 50% of tuition or more that request a directed study will be subject to a fee which is equivalent to the regular university per credit fee for the course level and category that the request addresses. ▪ A student may not exceed a total of 4 directed studies in fulfillment of his degree requirements. ▪ Conditions for a course to be offered as a directed study: ▪ When students are unable to graduate in a timely manner because the course is not scheduled in time to meet their needs. ▪ When students wish to complete a Major/Minor and the major/minor courses are not scheduled often enough due to the limited number of students in the Major/Minor. ▪ When students cannot attend a regularly scheduled course due to documented circumstances beyond their control. Please note that inability to attend because of work schedule is not a valid condition. ▪ When the number of students registered in a class does not meet the required minimum number of registrations to run as a regularly scheduled class. (The final number of actual registrations is calculated at the end of the second week of the term.) ▪ Other circumstances as determined by the Provost.
Independent Study	▪ Designated faculty has to be full-time. If not available, an adjunct faculty member may be designated. ▪ Faculty will only undertake independent studies in their area. Exceptions must be appealed directly to the Office of the Provost. ▪ The first draft of the completed independent study form must be submitted to the supervising faculty member no later than the seventh week of the term prior to the term in which the independent study is to be completed. ▪ Students on scholarship of 50% of tuition or more that request a directed study will be subject to a fee which is equivalent to the regular university per credit fee for the course level and category that the request addresses.
Audit	▪ Students who wish to 'audit' a course, that is attend scheduled classes but not earn credits, may do so on a space available basis with the permission of the registrar and the instructor. ▪ The registrar shall determine whether there is space available. ▪ The instructor determines whether the potential auditor is appropriately prepared for the course in question, and whether the potential auditor can attend the course without disruption or any detriment to the regular students who will attend. ▪ Auditors may be admitted to a class beginning in the week immediately before class is scheduled to start. ▪ The audit fee will be 50% of the tuition charged to those who attend for credit during that term.

	Approval Required by (in order of processing)	Directed Study	Independent Study	Audit
Mentor		✓	✓	✓
Program Director/Coordinator		✓	✓	
Instructor (consent)		✓	✓	✓
Provost		✓	✓	

	Procedure	Directed Study	Independent Study	Audit
Student contacts faculty to propose collaboration, check availability, and receive approval			✓ (check interest & availability)	✓ (for consent)
Retrieve forms form student portal or pick-up from Registrar's office		✓	✓	✓
Meet with Mentor to approve (sign) application		✓	✓	✓
Mentor/Student submits form to Program Director/Coordinator for approval		✓	✓	
If request is approved Program Director/Coordinator appoints supervising faculty		✓	Student secures instructors agreement before submitting the application	
Designated faculty accepts appointment by signing application		✓	✓	
Approved application forwarded to Registrar's Office for Provost's Approval		✓	✓	
Provost Approval		✓	✓	
Registrar's notifies Director/Coordinator/Mentor/Student of final decision		✓	✓	✓
Registrar's processes registration if request approved		✓	✓	✓

	Structure
Directed Study	▪ The learning outcomes and course credits of the directed study must meet those of the regularly taught course. ▪ Contact time with the relevant faculty member is scheduled for at least six (6) Two-hour sessions (a total of at least 12 contact hours) for a 3-credit course. ▪ The faculty member and the students are free to arrange the times for their meetings, but at least one meeting is held at the beginning of the directed study where the objectives, the activities, the standards for assessment and the rest of the schedule are all agreed on. (A record of this will be filed with the Office of the Registrar as the equivalent of a syllabus). In addition, one meeting will assess students' progress and one meeting (at the end of the study) will conclude the work done and allow time for student presentations, demonstrations and/or reports to be delivered to the faculty member.
Independent Study	▪ With the approval of the department chair or program coordinator/director, the student and faculty member agree upon the subject, but the responsibility for developing and completing the independent study lies primarily with the student. Faculty will only undertake independent studies in their area of expertise and will be limited to 3 per academic year. Exceptions must be appealed directly to the Office of the Provost.
Audit	▪ It is a regularly scheduled course that you are attending as you would any of your other courses for that semester/term. The fundamental difference is that as opposed to the other students the assessment criteria for the course are not applicable to you as you will not be graded and will not receive credits for it.

THE ASSESSMENT PROCESS

Learning outcomes are assessed by a combination of formal examinations, written assignments, individual and group projects, case analysis and classroom discussions – this depends on the competencies to be attained in the course and the assessment procedures most relevant to those competencies. Formal examinations, including both midterms and finals, are administered in most courses to assess understanding of the subject matter as well as broad educational excellence in critical thought, oral and written communications, quantitative skills, and ethical reasoning.

Criteria of the Assessment Process

Criteria used in the formal assessment process may be all or some of the following:

- Critical thinking: the ability to critically and creatively analyze is considered highly important for students who aim at obtaining professional positions
- Soundness of the conclusion: it is important that students' work is well organized and has a well-thought-out conclusion
- Relevance: students must be able to produce relevant work in a suitable format
- Integration of the subject material: students are expected to relate a number of real-life situations to what they have been taught in their degree program

Grading

Grading is one of the primary means of communicating the student's performance and level of competence in and understanding of the subject matter. For the purpose of communicating the level of performance achieved the following scales have been adopted:

GRADING SCALES					
Letter Grade	*Corresponding Numeric Scale*	*Descriptor*	*Applicable for Undergraduates*	*Applicable for Graduates*	*Applicable for Ph.D.*
A	*4.0*	*Distinguished performance*	✓	✓	✓
A-	*3.7*	*Excellent performance*	✓	✓	
B+	*3.5*	*High Performance*	✓	✓	
B	*3.0*	*Good Performance*	✓	✓	✓
B-	*2.7*	*Above Average*	✓	✓	
C+	*2.5*	*Slightly exceeds expectations*	✓	✓	
C	*2.0*	*Average*	✓	✓	
C-	*1.7*	*Below Average (***)*	✓		
D	*1.0*	*Almost failing*	✓		
F	*0*	*Failing*	✓	✓	
W	*Withdrawn from course with no grade recorded*		✓	✓	
WF	*Withdrawn from course with grade recorded*		✓	✓	
I	*Incomplete (**)*		✓	✓	
HP	*High Pass*		✓	✓	
P	*Pass*		✓	✓	
LP	*Low Pass*		✓	✓	
NP	*No Pass*		✓	✓	✓

(***) Undergraduate students must pass required core courses in their major with a grade of C- or better to successfully fulfill requirements towards graduation. If they fail to do so in any one course, they must retake the course and achieve a grade of C- or better.

(**) In rare instances students may not be able to finish all work-related materials in order for the Professor to award a grade. In these instances, a grade of ''I'' may be issued. All ''I'' grades must be changed no later than the end of the following semester or they automatically convert to a grade of ''F''. Incomplete grades can be granted only to students that have completed 40% of course assignments, as defined in the course syllabus or upon Provost approval. There is a limit to 18 credits per student at undergraduate level and 12 credits per student at graduate level.

Grade Forgiveness Policy: Students can retake one course (graduate or undergraduate) and get re-graded with the original grade being dropped from the transcript.

C/F rule for graduate programs: Students are not allowed to receive more than 1 F or 3 Cs

Professors may make changes to grades based on new information received and inquiries and appeals from students. Grade changes must occur within a 6-month time period to be considered legitimate.

Honors

Undergraduate students who have earned at least 50% of their credits at Hellenic American University graduate "Summa Cum Laude" if their GPA is 3.91 or above; "Magna Cum Laude" if their GPA is 3.81 to 3.9; and "Cum Laude" if their GPA is 3.71 to 3.8. Honors are recorded on a student's transcript and diploma when his/her degree is conferred.

Graduation Requirements

Students pursuing a bachelor's degree must earn at least 120 credits with a minimum GPA of 2.0 for all courses (including those within their major), and must complete a capstone project for their major. The last 32 credits for the baccalaureate degree must be completed at Hellenic American University. Regarding Associate degree programs, students must earn at least 60 credits with a minimum GPA of 2.0 for all courses.

Students pursuing graduate degrees must maintain a GPA of 3.0 for all courses attended, complete a thesis, dissertation or capstone project and, depending on the program catalog in effect upon their admission, need to earn between 36 and 60 credits.

Undergraduate students must pass required core courses in their major with a grade of C- or better to successfully fulfill requirements towards graduation. If they fail to do so in any one course, they must retake the course and achieve a grade of C- or better.

Graduation Checklist

- Students must complete all requirements of their respective programs.
- Students must complete a graduation survey.
- Students must pay a graduation fee.
- Student must have met all outstanding financial obligations to the university.
- Students must have returned all borrowed books to the Library.
- Students must have submitted an electronic copy of their thesis / dissertation / capstone to the Library for archiving purposes.

ACADEMIC PROGRESSION, PROBATION AND DISMISSAL

Undergraduate Programs

Students must maintain a cumulative GPA of 2.0 to remain in good standing and to make satisfactory progress in their degree program. Any student whose cumulative GPA falls below 2.0 for 2 consecutive regular semesters will be placed on academic probation. Once the GPA again reaches 2.0, the student will be reclassified as being in "good standing". If a student remains on academic probation for 2 semesters, he or she is subject to dismissal from the University. Scholarship students' GPAs are subject to annual evaluation and University policy changes.

Students who cannot achieve a cumulative 2.0 GPA, even after taking all the course credits required for their degree completion, are subject to dismissal from the University. Students who do not attend any classes for a one-year period and who have not been granted a leave of absence, will lose their continuing status and will need to reapply for admission.

Graduate Programs

Students must maintain a cumulative GPA of 3.0 to remain in good standing and to make satisfactory progress in their degree program. Any student whose cumulative GPA falls below 3.0 for 2 regular semesters will be placed on academic probation. Once the GPA again reaches 3.0, the student will be reclassified as being in "good standing". If a student remains on academic probation for 2 semesters, he or she is subject to dismissal from the University. Scholarship students' GPAs are subject to annual evaluation and University policy changes.

Students who cannot achieve a cumulative 3.0 GPA, even after taking all the course credits required for their degree completion, are subject to dismissal from the University. Students who do not attend any classes for a one-year period and who have not been granted a leave of absence, will lose their continuing status and will need to reapply for admission.

Attendance

Students are expected to attend all classes and to participate actively in class discussions. Course grades will be based, in part, on class participation.

Leaves of Absence (Stop out)

Students facing extenuating circumstances and require suspending their studies (leave of absence) for a period of up to one year should submit an official request for approval by the Provost. Students requesting a leave of absence should be in good standing. Students on academic probation can petition but may be required to reach good standing (i.e., to raise their GPA) before approval is granted.

a. Students who know in advance that they will not be enrolling for a specific term need to contact their mentor prior to the beginning of the term or during the two first weeks of classes to fill out a leave of absence form, specifying the reasons for their request.
b. Students who face an emergency and wish to suspend their studies at the University during a term need to contact their mentor to fill out a request for leave of absence form.
c. Students who have been granted leave of absence to study at another institution of higher education for up to one year will need upon their return to contact their mentor and submit official transcripts from the institution they have attended. Credits earned, may be transferred toward the fulfillment of Hellenic American University degree requirements.

d. Students requesting leave of absence to complete their last semester at another institution of higher education need to have the credits to be earned pre-approved in order to satisfy Hellenic American University graduation requirements (for detailed procedure please refer to the University's transfer policy section).
e. The leave of absence policy is not applicable to foreign-visa students who need to remain enrolled throughout their course of studies.

A leave of absence may be approved for up to one-year during the entire duration of the student's program. Students cannot exceed the requested leave of absence period.

A maximum of 3 leave of absences may be approved before additional coursework or requirements may be imposed on a student.

The date of submission of the leave of absence form is the date used in determining if a tuition refund is due. Students who have not submitted a leave of absence form will remain enrolled and will be required to pay tuition for that term and will receive grades appropriate to the course work completed which will be recorded on the transcript.

Readmission

Students who do not attend any classes for a one-year period, and who have not been granted a leave of absence, will lose their continuing status and will need to reapply for admission to the University. If a student is re-admitted, he/she will need to follow the catalog in effect at the time of their readmission. Ph.D. students who do not attend any of the pre-scheduled classes, will lose their continuing status and will need to attend the classes they missed before continuing their studies in the Ph.D. Program.

Program Withdrawal (Drop Out)

Students requesting to withdraw from a program, or the University must submit a written and signed "program withdrawal form", regarding their decision to drop out to their mentor. The date of submission of the form is the date used in determining if a tuition refund is due.

Students who do not submit a program withdrawal form will remain enrolled and will be required to pay tuition for that term and will receive grades appropriate to the course work completed. Failure to withdraw officially may result to failing grades recorded on the transcript.

Students, who have not been enrolled for two consecutive terms and have not been granted a leave of absence or fail to register upon expiration of their leave of absence will be notified and will be administratively withdrawn from their respective programs.

Readmission

Students who have withdrawn from the University and wish to return will need to contact the Office of Admissions to re-apply. If a student is re-admitted, he/she will need to follow the catalog in effect at the time of their re-admission.

Ph.D. in Language and Communication Continuing Status

Students who do not attend any of the pre-scheduled classes, will lose their continuing status and will need to attend the classes they missed before continuing their studies in the Ph.D. program.

Time Limits – Degree Attainment

Undergraduate students enrolled in bachelor's degree programs must complete all requirements for their degree within 4 years. The maximum duration of enrollment cannot exceed 8 years. For associate degrees' students must complete all requirements within two years with maximum duration of enrollment not to exceed 4 years. Graduate degree students must complete all requirements for their degree within two years. The maximum duration of enrollment cannot exceed 5 years. PhD students must complete all requirements within 2+1 years following registration for their dissertation. Maximum Duration of enrollment in the program cannot exceed 8 years. Duration of completion of studies applies upon the date of initial enrollment, excludes any granted leaves of absence, and assumes that students are in good standing.

CODE OF STUDENT CONDUCT AND ETHICS

The rules and regulations governing the actions and interactions of administrative personnel, faculty, and students are intended to ensure that the aims and objectives of the Hellenic American University are accomplished according to the highest standards of academic rigor and ethical behavior. All such rules and regulations are detailed in the *Student Handbook* which is given to all students during new student orientation.

The University expressly reserves the right to make changes to its written policies, rules, and regulations at any time.

A distinction is made between "academic" conduct and "non-academic" conduct, prescribed standards of behavior, sanctions for non-academic misconduct, the lines of authority and responsibility for non-academic behavior problem, due process and procedures for establishing disciplinary action are detailed in full within the *Student Handbook*.

Distinction between Academic and Non-Academic Conduct:

Academic conduct is generally considered to be related to the actions of students that are associated with the teaching-learning environment. Misconduct, may include, but not necessarily be limited to, such things as plagiarism, cheating and falsifying academic records. The section below details the information for the handling of "Academic Misconduct." The chair of the appropriate department is the first contact for reports of academic misconduct.

Non-academic conduct is generally considered to involve actions of students related to standards of behavior that are established for the purpose of maintaining an acceptable level of propriety within the university community. Through appropriate due process procedures, disciplinary action will be taken in response to conduct, which violates these principles. Details on possible types of "misconduct" by HAUniv students, while on campus or participating in a university sponsored activity off-campus are listed in complete detail within the *Student Handbook*.

Academic Misconduct

The HAUniv student is expected to act in a responsible manner, as expected in a university setting, in all activities connected with his or her studies. Instances of cheating, lying, violating courses rules, copyright infringement, or damaging/destroying University facilities or equipment violate the Code of Student Ethics. If it is determined, by a professor or other appropriate University official, that a student has acted unprofessionally, he or she will be subject to disciplinary action. Such action shall include but not be limited to: a failing grade on the work product, a failing grade in the course, or expulsion from the program. The severity of the action shall be jointly determined by the appropriate Professor and the Academic Standards Committee. The student shall have the right to appeal to the Provost in writing, stating the reason for the appeal. A personal meeting with the Provost may be arranged. The Provost's decision is final. All appeals must be made no later than four weeks from the date of the decision of the Academic Standards Committee or four weeks from the distribution of final grades.

PLAGIARISM AND ACADEMIC INTEGRITY

Plagiarism

Plagiarism is a serious academic offense. Plagiarism is defined as copying another student's work, lending work to another student, or representing extracts or whole articles and texts from books, handouts, or parts of websites as one's own work.

The *Student Handbook* further defines plagiarism, discusses why it is a serious academic offence, and suggests ways to avoid it. It also discusses, in detail, the university policy in cases where plagiarism is suspected.

Academic Integrity

Every student is expected to produce his/her own work product and will be judged on the merit of that product. If it is determined that a student has plagiarized another's work, he or she will be subject to disciplinary action. Such action shall include but not be limited to: a failing grade on the work product, a failing grade in the course, or expulsion from the program. The severity of the action shall be jointly determined by the appropriate Professor and the Academic Standards Committee. The student shall have the right to appeal in writing to the Provost. All appeals must be made no later than four weeks from the communication of the Committee's decision to the student. The decision of the Provost is final.

NON-DISCRIMINATION POLICY

The Hellenic American University does not discriminate on the basis of race, color, national and ethnic origin, gender, sexual orientation, age, religion, physical disability, or veteran status in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic or other school-administered programs. Students, as well as academic faculty and staff, are expected to behave in accordance with this policy both inside the classroom and during on-campus university activities or events. Violation of this policy will lead to disciplinary action.

SEXUAL HARASSMENT POLICY

It is the policy of Hellenic American University to maintain an environment free of all inappropriate conduct of a sexual nature. Sexual harassment in any form is expressly prohibited. Any individual who engages in any conduct that constitutes sexual harassment or that creates a sexually offensive and/or hostile environment will be subject to appropriate action, up to and including disciplinary action or immediate termination.

Management will promptly and thoroughly investigate all allegations of sexual harassment and will take appropriate corrective action. Any student who believes that a violation of this sexual harassment policy has occurred has the responsibility to report the alleged violation immediately to their mentor or to any other representative of Senior Administration. No adverse action will be taken against any individual who reports allegations of sexual harassment, and all reports will be treated confidentially.

DRUG-FREE POLICY

Policy Summary

Hellenic American University recognizes that drug and alcohol abuse diminish the integrity of the institution and erodes the strength and vitality of its human resources. It is the intent of the University to educate students and employees about the dangers of drug and alcohol abuse, and to discourage the illegal possession and distribution of drugs and alcohol.

It is the policy of the Hellenic American University that the unlawful manufacture, distribution, possession, use or abuse of alcohol and/or illicit drugs on the Hellenic American University campus or property owned or controlled by the University is strictly prohibited. All categories of employees and students are subject to this policy and to applicable federal and local laws related to this matter. Additionally, any violation of this policy may result in disciplinary action.

Standards of Conduct

Hellenic American University employees and students are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession, use or being under the influence of illegal drugs or alcohol on the University campus, and at off-campus facilities owned or controlled by the University. At off-campus events, to the extent that off-campus activities are University activities, the standards of conduct (of the act) shall apply, and alcohol shall not be abused by those of the legal drinking, nor used, possessed or distributed by those who have not attained legal drinking age.

Information & Sanctions

The University will impose appropriate sanction(s) on any employee or student who fails to comply with the terms of this policy. Violation of this policy will result in disciplinary action, including, but not limited to a warning, written reprimand, suspension (with or without pay), dismissal, expulsion, and/or mandatory participation and successful completion of a drug abuse assistance or rehabilitation program approved by an appropriate health or law enforcement agency.

Any University employee paid from U.S. federally funded grants or contracts, must notify the University of any Criminal Drug Statute Conviction for a violation occurring at the University or while engaged in University activities no later than five calendar days of the conviction.

Penalties, including fines and possible imprisonment are contingent upon local authorities' decisions and law. The University will impose appropriate sanction(s) on any employee or student who fails to comply with the terms of this policy.

NON-SMOKING POLICY

Hellenic American University, as an educational institution in accordance with local laws, prohibits smoking on campus. Consequently, HAUniv employees, students and visitors who wish to smoke will be able to do so only outside the buildings.

All University employees will be informed about the University's Drug-Free policy upon being hired. Students will be informed during their orientation as well as through their *Student Handbook*.

STUDENT EMAIL AND INTERNET POLICY

This Policy contains important rules covering the use of HAUniv e-mail and access to the Internet. Many of the rules apply equally to the other University methods of communicating with the outside world such as letter, fax and telephone. The complete e-mail and internet policy is contained in the *Student Handbooks*. Failure to comply with the rules set out in this Policy may lead to disciplinary action being taken against students, including dismissal. It is important to emphasize vis-à-vis this policy that all communications that relate to the academic programs and course of studies at Hellenic American University must occur through the university issued email account.

Press and Electronic Media Policies

The Hellenic American University administration respects students, authors, journalists, their rights and their interests in our vibrant community of scholarship and learning. Our press policies are designed to be responsive to journalists' requests for freedom of access while also minimizing disruption of University activities and respecting our students' rights to privacy.

General conduct

Both News organizations and the HAUniv Press team must respect the rights of students to decline to be interviewed or photographed. Members of the media may not capture photographic or video images or audio of students without written permission from the individuals involved. News media are not permitted to enter classrooms without securing advance permission from the instructor and notifying the Office of Student Affairs. All members of the news media (non-members of the HAU extended community) interested in attending events, capturing images on campus or arranging interviews must contact the Media Coordinator or the Office of Student Affairs.

The full detailed policy regarding social media code of conduct is available to students through the *Student Handbook*.

Use of the University name/logo

When using the Hellenic American University name/logo other than for news, research or documentary purposes, individuals for individual use (even students), entities not affiliated with the University -- such as commercial firms, vendors, contractors, marketing professionals, institutions and service providers -- must adhere to HAUniv guidelines when including references to the institution or its likeness in information intended for electronic or printed publication or dissemination. Additional questions should be sent to the Director of the Marketing Committee.

Submit News/Multimedia

Any articles and submissions of video, audio and slideshows produced by HAUniv students, faculty and/or staff for university use should be submitted to the Media Coordinator. Submitted multimedia will be considered for presentation on the University home page, the Multimedia pages, in news stories or in other University publications. As the submitter, you must ensure the following:

- ensure that you have permission from all individuals appearing in your article or multimedia to have it published or archived on our website
- obtain permission to use all content owned and created by others, including photographs, cartoons, musical compositions and lyrics that are in your production/ publication

For more information, contact the Media Coordinator at academicaffairs@hauniv.edu

STUDENT RIGHTS

An Academic Standards Committee serves all Graduate and Undergraduate programs. The committee consists of a minimum of five members elected by the faculty and appointed by the Provost who are typically senior members of the faculty and represent the institution broadly. The Academic Standards Committee convenes to monitor the academic progress of all students at least once each year and on an as-needed basis to hear complaints and appeals. The Committee recommends academic honors, place poorly performing students on probation, and issue suspensions and dismissals according to University policies.

Disciplinary Appeals

The Academic Standards Committee also considers and adjudicates on matters of disciplinary action. Cases will normally be brought forward by a faculty member and or academic program director. The student who has been accused of academic misconduct should be present during a scheduled hearing of the Committee. Decisions of the Academic Standards Committee may be appealed to the Provost. The decision of the Provost will be final. Procedures for disciplinary appeals are outlined in the *Student Handbook.*

Academic Appeals

Students may appeal a faculty member's decision regarding a grade. To make a formal appeal, a student should communicate to the faculty member, either orally or in written form, the reasons he or she believes the grade to be unfair or inappropriate. If after that meeting, a disagreement continues to exist, a student may appeal in writing to the Academic Standards Committee. A personal meeting will then be arranged. Decisions of the Academic Standing Committee may be appealed to the Provost. The decision of the Provost will be considered final. All appeals must be made no later than four weeks from the date of the decision of the Academic Standing Committee or four weeks from the distribution of final grades. Procedures for academic appeals are outlined in the *Student Handbook*.

STUDENT RECORDS PRIVACY POLICY

Student Records

Hellenic American University collects and processes information about students for various academic, research and administrative purposes. All personal information is treated strictly according to the terms of the 2472/97 Data Protection Act. This means that confidentiality is respected and that all appropriate security measures are taken to prevent unauthorized disclosure of information. Personal information is used for stated purposes only.

No health records or non-academic counselling records are maintained by the University as these services are readily available nearby by private providers. Career counselling records shall be maintained by the student services support system through the Career Office and/or the Office of Student Affairs.

Violation Records

A confidential record shall be kept in the Office of Student Affairs of any findings/actions regarding a violation of the Code of Student Ethics. In the event of a determination of a violation of the Code, the professor and the Provost may request from the Office of Student Affairs copies of any prior records of conduct violations by the student, in order determine the appropriateness of the penalty imposed.

Student Records Privacy Policy

Hellenic American University Student Records Policy protects the privacy of student education records. This policy is consistent with the United States Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), however, it does not abrogate any of the requirements of, or rights under, the terms of the 2472/97 Data Protection Act.

It gives students certain rights with respect to their education records:

- Students have the right to inspect and review their own education records that are maintained by the University. Hellenic American University shall not be required to provide copies of records unless, for reasons such as great distance, it is impossible for students to review the records. The University may charge a fee for copies.
- Students have the right to request that the University correct records, which they believe to be inaccurate or misleading. If the University decides not to amend the record, the student then has the right to a formal hearing. After the hearing, if the University still decides not to amend the record, the student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, the University must have written permission from the student in order to release any information from a student's education record. However, the University may disclose student records, without consent, to the following parties or under the following conditions:

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- Accrediting organizations.

The University may disclose, without consent,''directory'' information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, the University shall tell students about directory information and allow students a reasonable amount of time to request that the school not disclose directory information about them. The University shall notify students annually of their rights under this policy, by inclusion in the *Student Handbook* or Catalog.

STUDENT SERVICES

Orientation

Orientation provides an opportunity for new students to get acquainted with the University community. They meet faculty and fellow students, visit the facilities, receive useful information on their course of study and University services and activities, as well as participate in team-building exercises that help them establish relationships with other students. During orientation, students also receive basic training on technology resources available including library access.

Library

The Hellenic American University Library offers resources and research tools in many fields of study. New technology infrastructure and software have been installed to better serve students, researchers, visitors, and the general public.

Library Handbook

The Library Handbook is designed to help new and existing students to get to know the Library, its facilities, services, and collections -- both in print and electronic format. It presents all the different information genres that can be found in its collections and explains their unique characteristics and informative value. Finally, it aims to serve as a guide to locating using the available resources in an easy, quick and effective way.

Writing Center

The Writing Center at the Hellenic American University is an innovative educational and vocational service whose combination of cutting-edge technology and design, with experienced personalized tutoring make it unique and one of the few such services in the world. Enrolled students can work with the Writing Center's tutors both on-site and online and receive free assistance and guidance on any type of writing problem.

State-of-the-Art Facilities and Technological Infrastructure

The University's campus facilities include modern classrooms, auditoriums and conference rooms, computer labs, galleries, and dining rooms.

E-Learning System

Hellenic American University uses the Blackboard Learning System eLearning platform for all its Undergraduate (and Graduate Program) courses. The Blackboard eLearning platform is a virtual course environment with a complete set of efficient tools for communication, collaboration and supervision. Students can use the Blackboard system to access course materials and resources organized by their instructors using any Internet enabled computer.

Academic Advising/Mentoring for Students

Academic advising/mentoring is an integral part of the Hellenic American University experience. It guides students toward the timely completion of their studies as well as the identification and fulfillment of their academic and professional goals. Academic advising is particularly important when a student enters a program; if and when a student experiences academic difficulty, such as probation or the possibility of expulsion; when a student is nearing graduation; and when he or she is working on his/her Capstone or other Field Project. Details on student mentoring can be found in the corresponding section of the *Student Handbook.*

Health Services

First aid services are available on the University premises. Local access to clinics and hospitals is available by referral. The University does not maintain health records or non-academic counseling records, as these

services are readily available nearby through private providers. However, the Registrar, the Career Office and/or Office of Student Affairs may maintain academic and career counseling records. For more on the University's privacy policy see the relevant page in Code of Ethics section.

Career Assistance & Development

The Career Development Program of Hellenic American University implemented and monitored through the University Career Development Office (CDO) offers seminars, workshops, and field experience for both current students and alumni. Services include guidance on résumé development, interview counseling, access to job listings, and a career library, amongst others. Students participate in a career development program throughout their studies. Furthermore, Hellenic American University helps its students and alumni identify internship opportunities in Greece and abroad and assists them during the application process. Alumni employment records are maintained for statistical purposes, alumni networking and possible job reference and placement.

Student Counseling

Hellenic American University offers counselling services to students, staff, and alumni through its Counseling Center. The Center's services and programs are designed to promote the personal development and psychological well-being of our student body, as well as the HAUniv community. Our dedicated staff is committed to providing services reflective of the individual and cultural diversity upon which HAUniv prides itself. Our staff includes doctoral-level, experienced psychologists who provide supervision and training to intern psychologists. Interns are master's level candidates in HAUniv's graduate program in Psychology, (Clinical Psychology and Clinical Mental Health Counseling concentrations) and provide the comprehensive mental health services.

Academic Success Services

The Academic Success Center of Hellenic American University helps students in their pursuit of academic excellence, through a wide range of services, from study skills coaching to individual and group tutoring and challenges students to explore their full potential and encourages them to become confident, active learners.

STUDENT ACTIVITIES

Hellenic American University offers an array of student activities that are intended to foster interpersonal communication, community engagement, and leadership. Currently available activities include the following:

- Student Governance – Student Council, Student Affairs Committee
- Student Clubs & Associations – Students (and Alumni) have formed several clubs or associations reflecting the interests of the students by program including the following:
    - *Alumni Association*
    - *Business & IT Club*
    - *Marketing Club*
    - *Creative Readers Club*
    - *Psychology Club*
    - *Other special interest groups open to student involvement per request.*
- Arts & Culture – HAUniv students in Athens have full access to cultural events and exhibitions organized by the Hellenic American Union and the University.
- Personal Development – Public speaking club (HAU Toastmasters); other career and professional- related seminars are offered throughout the year.
- Sports and Fitness – Hellenic American Union\University soccer team, Running Team.
- Social Events – Holiday parties and events, International Food Night.

Additional student activities will be added to coincide with student interests and newly formed student groups. Students are invited to contact the Office of Student Affairs for more information at studentaffairs@hauniv.edu.

The 'Politis Program of Civic Engagement'

The Politis Program of Civic Engagement aims to introduce students of Hellenic American University to the concept of civic engagement by exposing them to community problems and helping them develop social, civic, and cultural responsibility. Fulfilling its mission to "educate its students to be global citizens", Hellenic American University encourages them to engage in at least 45 hours of service-learning activities and community volunteer work prior to their graduation. This is done on an individual or group basis, through the civic engagement component of selected required courses of the program, thus linking curriculum with social and civic responsibility.

More specifically, the goals of the Politis program are to:

- Guide students in developing the knowledge, skills and attitudes that will encourage them to serve society as responsible citizens.
- Inspire the adoption of values in influencing responsible personal, professional, and civic decisions that promote equity, justice, and the well-being of world communities.
- Motivate students to contribute and take leadership roles in their community, employing skills and knowledge they have gained in class.
- Incite student passion for life-long learning and personal development.

Although volunteerism is not and should not be a mandatory activity, still the fact that it is often undervalued and misjudged has been reason enough to make it an indispensable part of University education.

The University has designated two general education requirements and one required course from all majors to meet the program's goals. To achieve this, all designated courses will contain a civic engagement component that will incorporate service-learning appropriate into their respective teaching outcomes. The successful completion of these activities will count for a fixed number of Politis hours. The specific activities and the corresponding hours will be clearly indicated in the syllabus of these courses.

CAMPUS & FACILITIES

Hellenic American University, in cooperation with the Hellenic American College in Athens, Greece, offers students a modern and fully technologically equipped learning environment, state-of-the-art information technology infrastructure, and boldly innovative resources. HAUniv's campus facilities in the U.S. are located in downtown Nashua, NH.

The Library

Hellenic American University's library in Greece, in partnership with the Hellenic American Union, is devoted to developing, protecting, and disseminating the University's knowledge resources. The library also provides high-quality training, tools, technologies, and support to facilitate student learning and research, faculty scholarship, and the achievement of the University's overall mission.

The Library houses over 30,000 titles in English and Greek including a Rare Books collection. It has subscriptions to major academic periodical databases that offer an on-line collection with more than ten million scholarly articles, more than two million dissertations, and over 60,000 digital books. Hellenic American University students have access to a network of libraries through the University's partnering with New Hampshire College and University Council in its Greek and U.S. campuses.

Affiliations

The Hellenic American University library is a member of:

ALA (American Libraries Associations)
IFLA (International Federation of Library Associations and Institutions)
Associations of Greek Librarians and Information Scientists

The Writing Center

The abovementioned (under Student Services) Writing Center, was established in 2004. The Center combines innovative design and software with individualized tutoring.

The Writing Center caters to the needs of University students for assistance in academic and professional writing. Tutors work with students' onsite and online at all stages of the writing process and in all writing tasks. Services include assistance with:

- brainstorming and outlining
- text structure and organization
- grammar
- syntax
- punctuation
- spelling
- vocabulary

The Writing Center offers a computer workstation for each patron student, and the Center and its staff serve as a key resource for the University's innovative Writing in the Disciplines (WID) program. The Writing Center of Hellenic American University is also open to the public for a fee.

The Hadjikyriakos-Ghikas & Kennedy Galleries

The Galleries are operated by the Cultural Department of the Hellenic American Union. The Hadjikyriakos-Ghikas Gallery is named after a leading Greek painter and sculptor, and the John F. Kennedy Gallery is dedicated in memory of the former U.S. President. At 165 and 101 square meters, respectively, these facilities

frequently house exhibitions, lectures, and talks, benefiting the University's students and faculty, as well as the general public.

The Union Café

Operated by local restaurateurs, the Café is available to students and the entire University community for coffee, a light meal, or a full dinner. The menu is diverse, the food is excellent and reasonably priced, and the space is inviting and comfortable. Students are welcome to meet for coffee and socialize.

The Counseling Center

The University Counseling Center was established in 2012. The Center is patterned after similar university counselling centers in the United States and provides a full range of services and programs that promote the personal development and psychological well-being of our student body, as well as the HAUniv community. Our staff includes doctoral-level, experienced psychologists who provide supervision and training to intern psychologists. Interns are master's level candidates in HAUniv's graduate program in Psychology (Clinical Psychology and Clinical Mental Health Counseling concentrations) and provide the comprehensive mental health services.

The Counseling Center is a safe and respectful space where students and faculty can receive confidential and specialized psychological support regarding a wide range of issues.
The Center aims to:

- Support students who are facing personal or academic problems to successfully complete their studies
- Help cultivate and refine academic and life skills necessary for personal and professional development
- Provide insight into a student's own resources and empower self-care strategies
- Help towards developing better employability skills and leading a fuller and richer student experience

The Career Development Office

The Career Development Office (CDO) supports students in identifying and pursuing a career that will enhance the quality of their personal and professional lives.
More specifically, the CDO aims to:

- Help students identify their values, needs, and goals as well as explore, cultivate and use their talents and strengths
- Provide support, advice and guidance to students to help them make well-informed career choices and take appropriate action
- Help students develop and use personal and professional competencies to be competitive in the labor market
- Provide information about new jobs, trends, demands and prospects in the labor market
- Create opportunities for productive student-employer interactions through networking, internships and access to available job vacancies
- Enhance the employability of students and graduates

The Academic Success Center

The Academic Success Center (ASC) guides Hellenic American University students in their pursuit of academic excellence. Through a wide range of services, from study skills coaching to individual and group tutoring, the ASC challenges students to explore their full potential and encourages them to become confident, active learners.
The ASC focuses on developing students' academic, organizational, and study skills, all of which are seminal to a successful academic life. More specifically, the ASC aims to:

- Help students assess and improve their competence in critical reading, note-taking, study planning, exam-preparation and revision techniques.
- Guide students in developing their time management skills and overcoming procrastination and absenteeism.
- Enhance students' team-building skills.

- Support students through individual and group tutoring sessions in various subject areas, such as English and Math.

The ASC is particularly helpful to first-year students, especially those who feel a little overwhelmed by their first encounter with an educational environment very different from what they were accustomed to. The Academic Success Center also constitutes a point of reference for any student who finds a course especially demanding, or whose academic performance has been compromised by personal problems.

ALUMNI

All alumni have access to the following services offered at the Hellenic American University:

Library Privileges

Alumni have access to library resources and enjoy lifelong lending privileges. Access to electronic databases is available – please contact the Library for more specific details.

Writing Center

The Writing Center at Hellenic American University is an innovative educational and vocational service whose combination of cutting-edge technology and design, with experienced personalized tutoring. Alumni may contact the tutors of the Writing Center for both on-site and on-line assistance and guidance for any type of writing problem, as well as access workshops or seminars offered by the Writing Center at reasonable fees. Alumni can also have the Writing Center review two cover letters for the jobs they are interested in applying for free of charge. This service is offered at reasonable fees for more than two cover letters.

Continuing Education

Through special discounts on continuing education courses, seminars and workshops, alumni enjoy lifelong learning opportunities.

Career Development Office

Alumni are supported in their career endeavors through the Career Development Office (CDO). CDO services are available to all alumni to enhance their employability, by providing information about new jobs, trends, demands and prospects in the labor market as well as any other service they may request.

Counseling Services

Alumni are offered a full range of counseling services and programs that promote their personal development and psychological well-being through University's Counseling Center.

The Alumni Association

The university supports the Alumni Association's efforts. Membership in the Alumni Association provides graduates with a lifelong connection to Hellenic American University. In addition to being a social and professional networking resource for graduates, the Alumni Association is also a resource for the advancement of the University: alumni suggestions for improving programs or procedures are welcome, and members of the Association's governing committee may be invited to participate in University conferences and meetings. The Association is governed by a volunteer Board of Directors including class representatives. Each new graduating class is automatically admitted to the Alumni Association ranks. Membership in the Alumni Association gives graduates the opportunity to exchange ideas and share experiences, to make contacts that will help them professionally, and to participate in special activities and events.

Alumni Portal

Through the Hellenic American University Alumni Portal, alumni are able to access alumni news, photos, newsletters, job postings and other alumni-related documents and information. The alumni portal is accessible to University alumni only at https://mailhauedu.sharepoint.com/alumni/

ACADEMIC PROGRAMS

Institutional Level Goals

The University's goals build upon the institution-defining vision and work of HAUniv's Founders and pioneering faculty and staff. These goals influence in a comprehensive fashion, all elements of the Hellenic American University community.

Hellenic American University aims to:

- Provide the best American university education for its students, thereby enhancing their ability to engage in careers that contribute to community and business development.
- Enable students to contribute to global understanding, and socioeconomic development by providing them with intercultural communication skills.
- Cultivate a stimulating learning environment in which career practices are informed by the highest standards of scholarly theory and principles of ethical behavior.
- Provide students with the attitudes, skills, and habits for lifelong learning and leadership roles in the global economy.
- Serve as a center of intellectual and practical excellence in the region, where teaching, scholarship, and practice are integrated.

SPECIAL PROGRAMS AND REQUIREMENTS

English Language Placement & Bridge Program

All first year students must take the University's English compentency test upon admission. This also applies to transfer students.

The English Language Bridge program is a non-credit bearing academic support program designed to meet the English Language needs of students whose first language is not English and who wish to study at the university level but not meet the required compentency level in English to do so. The program is organized into two components:

The General English component comprises six levels that are aligned with the levels A1 to C2 of the Common European Framework for the languages (CEFR). Upon completion of the General English component students may register for the English for Academic Purposes/English for Specific Purposes (EAP/ESP) component.

Program Objectives

The objectives of the General English component are to:

- help students produce grammatically accurate, well-constructed, coherent English in the written and oral discourse form and in response to authentic reading.
- emphasize on vocabulary extension, idiom, and reading skills so that students become proficient in communicating in English.

The objectives of the EAP /ESP component are to:

- help students improve their skills in academic reading, writing, speaking and listening.
- focus on study skills and the skills necessary for success at the university level.
- help students become better writers in their discipline, and practice research and writing for diverse audiences and purposes through describing, analyzing, evaluating, synthesizing and presenting persuasive arguments while drafting, revising and editing.

Learning Outcomes

Upon completion of the General English component, students should be able to:

- understand with ease virtually everything heard or read

- summarize information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation
- express themselves spontaneously very fluently and precisely, differentiating finer shades of meaning even in more complex situations

Upon completion of the EAP/ESP component, students should be able to:

- exhibit an understanding of the nature and function of the writing process
- express the ability to develop focused, unified, coherent texts based on interdisciplinary readings and own experience
- express the ability to conduct step by step research, and critically analyze and evaluate concepts, principles, and arguments
- promote collaborative group work and critical thinking through class discussions, reading, and assignments on various international texts
- help students acquire the necessary skills to design and conduct their own research report
- exhibit an understanding of the multiple purposes of public speaking and the ability to adapt to a variety of speaking occasions and situations
- express the ability to discuss, analyze, and evaluate the presentations of others, working within an interactive, collaborative environment

Mathematics Placement

All first-year students must take the University's Mathematics Placement Test upon admission. Transfer students will need to take the test only if they cannot provide evidence of having completed a college course in mathematics or analytics equivalent to one of the courses listed in the Mathematics and Analytics section of the University's General Education Program. Students who pass the Placement test can sign up for the appropriate course in the Mathematics and Analytics Category of General Education of their choice or as required by their Major. Students who fail the test, then must sign up for MATH90 Fundamentals of Mathematics, a non-credit course. Upon successful completion of this course students will be allowed to sign up for an appropriate course in the Mathematics and Analytics Category of General Education. Students who do not wish to take the Mathematics Placement Test must successfully complete MATH90: Fundamentals of Mathematics before registering for a course in the Mathematics and Analytics Category of General Education.

Study Aborad Programs

The following are programs and courses designed specifically to facilitates study abroad experience at Hellenic American Univeristy:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE141	Athens Across the Ages	3	GE105; Co-requisite: GE106
GE157	A Walk Across Greece	3	None
GE163	Contemporary Greek Culture	3	None
GE301	Civilization and the History of Food and Wine in Greece	3	None
GE302	Geo-Mythology	3	None
GE303	Travellers' Greece	3	None
GE304	Empires of Greece	3	None
GE305	Pilgrimage: Pagan and Christian Sacred Sites	3	None
GE306	The Classical Tradition: The 'Grand Tour' of Greece & Italy	3	None
GE307	Sailing the Wine Dark Sea: Semester sailing the Greek Isles	3	None
GE308	Greek-Turkish Relations: Redefining Reapproachment in the 21st Century	3	None

UNDERGRADUATE PROGRAMS

The Undergraduate Program at Hellenic American University is designed to provide those students selected for admission with the highest quality American baccalaureate degree experience. Our major concentrations are focused to afford our undergraduates the benefits of a Liberal Arts education, combined with rigorous training in the specialized disciplines which are at the core of the University's educational mission. Successful completion of one of our bachelor's or Associate's degrees will prepare graduates for entry into a professional career or further advanced study in their field.

Upon acceptance, undergraduates enroll as either full- or part-time students. It is expected that full-time students can complete their undergraduate studies in about four years, depending on their status, such as advanced standing. Part-time students entering undergraduate study for the first time should expect their path to degree completion to be extended, depending on the number of courses to which they commit each term. Currently, the University operates on a semester system (i.e., two semesters, each of fifteen-weeks duration, commencing in late September/early October and February, and two summer terms of four weeks in duration). All undergraduate students are assigned a Faculty Advisor\Mentor. The language of instruction is exclusively English.

The curricular mix at Hellenic American University reflects the best traditions of the American Liberal Arts institution. All undergraduate students complete a demanding course of study totaling at least 120 credits, of which 40 credits are in the General Education core. The rest of the credits are distributed between the disciplinary majors and free electives, including a three-credit capstone course, which tests the student's competencies in the field. Our care and attention to the University's Undergraduate Program is intended to assure that each of our graduates acquires the professional and academic skills that will provide them with a globally-focused and cross-culturally informed vision of professional competency in a career-oriented world.

Note: One (1) US course credit equals two (2) ECTS credits (European Credit Transfer System)

The Undergraduate Program at Hellenic American University incorporates the following degree programs:

- Associate Associate of Science in Aviation (ASAV)
- Associate of Science in General Engineering (ASGE)
- Bachelor of Arts in English Language and Literature (BAELL)
- Bachelor of Music (BM)
- Bachelor of Science in Business Administration (BSBA)
- Bachelor of Science in Engineering (BSE)
- Bachelor of Science in Informatics (BSI)
- Bachelor of Science in Psychology (BSPsy)

Undergraduate Programs Goals

The University's Undergraduate Programs aim to:

- Expose students to the range of disciplines which comprise the traditional Liberal Arts and Sciences to provide them with an appropriate knowledge base and context within which to situate their course of study.
- Provide students with a grounding in and understanding of at least one disciplinary concentration of the University's curriculum.
- Enhance students' appreciation of the diversity of cultural, ethnic, intellectual, and professional settings within which they must operate.
- Encourage the adoption of ethical values in influencing responsible personal, professional, and civic decisions that promote equity, justice, and the well-being of world communities.
- Instill the knowledge, skills and attitudes that empower students to serve society and the environment as responsible world citizens.
- Incite student passion for life-long learning.
- Educate students to contribute to and take leadership roles in their own communities and the larger global community.

Eligibility to receive the Bachelor of Science, Bachelor of Arts, or an Associate degree from Hellenic American University is contingent upon the fulfilment of academic requirements in the following areas in addition to the major requirements:

General Education Program

In order to assure that all Hellenic American University students have university level competency in the essential areas of critical thinking, bibliographic and digital research, writing, oral communication, quantitative literacy, and a broad liberal arts basis for understanding themselves and the evolving social and natural environment, they must successfully complete 40 credits of general education for a bachelor's degree or 29 for the associate's degree in general engineering. Of these, 6 three credit courses (7 for the associate degree) will be required of every student and 6 additional courses (2 for the associate degree) must be elected from among a range of disciplinary and interdisciplinary domains (or areas). Students will have a course option amongst the six required courses between GE155 Sustainability or BUS368 Ideation. Both these courses are thematic and in the context of scientific and interdisciplinary inquiry will focus on different topics each year that are linked to civic engagement and address sustainable solutions to business products and services from different perspectives.

Regarding student preparation to successfully complete the requirements of the Mathematics and Analytics category, students will be tested through the University's Mathematics Placement, on whether they meet the learning outcomes of MATH90 Fundamentals of Mathematics upon admission. Students who pass the Placement test can sign up for the appropriate course of their choice in the Mathematics and Analytics Category of General Education, or as required by their Major. Students who fail the test, then must sign up for MATH90, a non-credit course. Upon successful completion of this course students will be allowed to sign up for an appropriate course in the Mathematics and Analytics Category of General Education. Students who do not wish to take the Mathematics Placement Test must successfully complete MATH90 before registering for a course in the Mathematics and Analytics Category of General Education.

General Education Program Goals

The General Education Program aims to:

- Expose students to human cultures and the natural and physical world, including social sciences, science and mathematics, humanities, histories and the arts.
- Help students to develop intellectual and practical skills, including effective writing, inquiry, quantitative and information literacy, teamwork and problem solving and lifelong learning skills.
- Sensitize students to individual and social responsibilities, including civic knowledge, intercultural knowledge and competence, ethical reasoning and action.
- Aid students in embracing integrative learning, including the capacity to adapt knowledge, skills, and responsibilities to new settings and questions.

Program goals adopted from the Association of American Colleges & Universities (AACU)

General Education Learning Outcomes

Through its General Education Program, the University encourages its students to:

- Reflect on their personal values and the role of these values in influencing behavior and decision-making.
- Acquire an understanding of, and a tolerance for, diverse perspectives in problem-solving.
- Develop an intercultural mind-set that will enable an appreciation of the cultural movements that have contributed to societies and their values.
- Appreciate the arts and humanities that express, inspire and continually challenge societal values.
- Promote the sustainable development of the planet through an understanding of the individual as a unit that interacts with an evolving social, business, and natural environment.
- Serve society by developing a sense of community and civic engagement that effects change.
- Develop a historical view of knowledge that allows one to make sense of the past and its relationship to the present and the future.
- Think critically and creatively, to adapt to and proactively effect change in professional and social environments.
- Develop students' effective writing skills strengthening students' expository and professional writing abilities.
- Express themselves effectively and persuasively through the development of public speaking skills.
- Provide students with the necessary quantitative skills for analytical and critical reasoning;
- Develop a better understanding of, appreciation of, and increase their skills repertoire with respect to information literacy and technology.
- Integrate what is learned across disciplines with co-curricular activities that contribute to lifelong personal, professional, and community interests.

General Education Program Structure

General Education Program - – 40 credits (80 ECTS)	
Core Requirements –18 credits (36 ECTS)	Electives – 22 credits (44 ECTS)
GE105 Writing I: Academic Literacies GE106 Writing II: Expanding Academic Literacies GE112 Critical Thinking GE115 Public Speaking GE155 Sustainable Planet or BUS368 Ideation IT100 Information Literacy and Technology Basics	*One course from each of the following categories:* Mathematics & Analytics (3 credits) Sciences (with a Lab) (4 credits) Arts and Humanities (3 credits) Social Sciences (3 credits) Interdisciplinary and Intercultural Studies (3 credits) *Two courses from the following category:* Foreign Languages (6 credits)

Categories for General Education *Electives*	
Mathematics & Analytics MATH150 College Calculus MATH200 Probability and Statistics for Non-Business Majors MATH250 Calculus II MATH260 Music and Mathematics MATH300 Discrete Mathematics MATH350 Differential Equations with Linear Algebra PSY260 Statistics for the Social Sciences	**Sciences (with a Lab)** BIOL150 Introduction to Biology BIOL200 Human Biology CH100 General Chemistry with Lab EL100 Introduction to Electrical Circuits with Lab EL170 Introduction to Digital Systems with Lab GEN100 Introduction to Engineering with Design Lab NASC100 Physical Science PH100 Physics with Lab PH260 Music and Physics
Arts & Humanities GE135 World History GE138 Art Appreciation GE140 Drawing and Design GE141 Athens Across the Ages GE142 Music Appreciation GE144 Introduction to Theater and Drama GE146 Acting: Theory and Practice GE148 Greek Drama: Tragedy and Comedy GE149 Theater Production GE150 Introduction to Musical Theater GE151 Aesthetics and the Arts GE153 Strategies in Performance I GE154 Strategies in Performance II GE157 Walk Across Greece GE170 Fundamentals in Philosophy GE190 Cities of Film GE191 Reading Cinema GE210 The Classical Tradition in Art and Literature	ENG200 Introduction to Linguistics ENG205 Introduction to Translation Studies ENG215 Creative Writing ENG220 Introduction to Literature ENG225 Women Writers ENG230 Modern Greek Literature in Translation MU221 Music History I MU323 Greek Music MU324 American, Jazz, Top Music MU326 Words and Music from the Middle Ages to the Present
Social Sciences GE120 American Government and Politics GE126 Personal Finance I GE127 Personal Finance II GE139 Second-Guessing the News: The Challenges and Consequences GE145 Principles of Sociology GE158 Sustainable Community Development GE159 Global Environmental Law & Governance GE160 European Union Institutions and Policies GE162 International Service Learning GE220 Politics and Society: Comparative Democracies GE230 Social Policy BUS251 Macroeconomic Theory BUS310 Organizational Behavior PSY101 General Psychology PSY210 Educational Psychology PSY240 Social Psychology PSY250 Introduction to Child-Centered Play Therapy PSY280 Social Psychology Seminar	**Foreign Languages** GE107 Beginning Spanish I GE108 Beginning Spanish II GE109 Intermediate Spanish I GE110 Intermediate Spanish II GE116 Beginning Arabic I GE117 Beginning Arabic II GE171 Beginning French I GE172 Beginning French II GE173 Intermediate French I GE174 Intermediate French II GE181 Beginning Greek I GE182 Beginning Greek II **Interdisciplinary and Intercultural Studies** GE103 Developing the Global Citizen GE113 Values, Ethics and Social Responsibility GE156 Environmental Management and Sustainability – "Green Business" GE163 Contemporary Greek Culture GE207 Introduction to Hispanic Civilization and Cultures BUS200 Perspectives on Business in Society BUS212 Intercultural Organizational Communications ENG157 Semiotics and Film, an Introduction ENG204 Language and Gender MU325 World Music and Cultures PSY345 Fundamentals in Music Therapy

Free Electives – Please refer to the various degrees for details on Free Electives

Undergraduate students will be able to extend their knowledge and competency in one or several areas of general education interest, to enhance their major studies, or to create a "minor" area of study, where possible, as the University receives approval for new degree programs. With the assistance of their mentors, they will learn to choose from the vast range of human interest and knowledge subjects, those that can enhance their own understanding of and skillful interaction with others and the natural world.

Writing In the Disciplines (WID) Assignment

A substantial number of courses within the Undergraduate Programs require students to complete a WID assignment. Instructors inform students whether the WID Assignment is a course requirement. If it is, the following applies:

Students are required to complete a written assignment as part of their course requirements and towards the Writing in the Disciplines (WID) application. Students are required to complete the WID written assignment in two drafts, which will be submitted through Blackboard. As part of their WID assignment students may also be required to attend an onsite tutoring session at the Writing Center, based on the instructor's discretion. All students have to complete all stages of the WID Assignment (first draft submission, revision and/or onsite visit, second submission) in order to earn a passing grade in the course.

Minors in the General Education Curriculum

Undergraduate students of Hellenic American University have the option to pursue either a ***Minor in Theater & Performance, in Spanish and in Sustainability*** as part of their General Education studies.

Minor in Theater & Performance

Description

The Minor in Theater & Performance aims to familiarize students with the fundamental theories and the practice of theater and performance. The Minor consists of courses which emphasize the importance of the relation between theory and practice. Students will develop their ability to analyze dramatic texts and will demonstrate their understanding through presentations of short dramatic scenes. Any university student can participate.

Learning Outcomes

Upon completion of the Minor in Theater & Performance students should be able to:

- critically compare theatrical and artistic projects from different periods and schools of theater
- understand the importance of theater as a collaborative art, and its application in fields such as teaching and public speaking
- comprehend how the theater constitutes an integral part of the humanities
- develop an appreciation and enjoyment of the theater that will broaden their professional horizons
- further develop their creative thinking skills

Theater & Performance Minor Structure (6 courses / 18 credits – 36 ECTS)

Requirements - 4 courses / 12 credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE144	Introduction to Theater and Drama	3	Co-requisites: GE105
GE146	Acting: Theory and Practice	3	Co-requisites: GE105, GE144
GE148	Greek Drama: Tragedy and Comedy	3	Co-requisites: GE105
GE149	Theater Production	3	Co-requisites: GE105, GE144

Electives - 2 courses /6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE150	Introduction to Musical Theater	3	Co-requisites: GE105
GE151	Aesthetics and the Arts	3	Co-requisites: GE105

Minor in Spanish

Description

The minor in Spanish gives students with a sufficient command of the language, both written and spoken, exposure to the literature and culture to be able to travel in Spain as more than just an interested but uninformed tourist. The Minor in Spanish consist of courses that emphasize the importance of language proficiency combined with an appreciation of the cultural and business landscape of Spain and Spanish speaking Central and South America. Students become able to have successful conversations and simple debates with natives on a variety of topics, in addition to growing their aural comprehension skill and writing skills. Moreover, students will be introduced to the history, civilization and culture, with some of its complexity, of the "Spanish World," including some famous writers, historical figures, poets and singers. To successfully compete the requirements for the minor students must take six courses. Any university student with an interest in Spanish can choose this minor however, students with an interest in international business will benefit immensely as they will develop skills in a particular cultural setting that will be useful for their professional careers.

Learning Outcomes

Upon completion of the Minor in Spanish students should be able to:

- Reflect on cultural, business and literary texts, issues and concerns in the field of Hispanic studies in order to solve problems with people who are not like themselves;
- Communicate effectively, in a range of contexts, both orally and in writing at an intermediate level demonstrating a basic understanding of the structure and uses of Spanish;
- Demonstrate awareness for personal and cultural differences and a commitment to responsible global citizenship and social justice, which includes personal resilience and engagement in community/world issues.

Spanish Minor Structure (6 courses / 18 credits – 36 ECTS)

Requirements - 6 courses / 18 credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE109	Intermediate Spanish I	3	GE107, GE108
GE110	Intermediate Spanish II	3	GE107, GE108, GE109
GE205	Intermediate Spanish III	3	GE107, GE108, GE109, GE110
GE206	Intermediate Spanish IV	3	GE107, GE108, GE109, GE110, GE205
GE207	Foundations to Hispanic Civilization and Cultures	3	GE107, GE108, GE109, GE110, GE205, GE206
GE208	Discourse in Hispanic Civilization and Cultures	3	GE107, GE108, GE109, GE110, GE205, GE206, GE207

Minor in Sustainability

Description

Undergraduate students from all disciplines can pursue an interdisciplinary Minor in Sustainability. Through the study of real-world sustainability problems associated with globalization and economic growth, students will explore the interrelationships among the economic, social, political, and environmental trends that influence the quality and viability of our civilization. Knowledge gained includes a practical overview of environmental management systems, the design of sustainable communities, and the role of participatory democracy in the decision-making process. The overall purpose of the Minor is to inform and empower global citizens to contribute to the emerging patterns that constitute a sustainable society.

Learning Outcomes

Upon completion of the Minor in Sustainability students should be able to:

- describe the changing world condition and identify the main sustainability challenges the world faces today
- appraise everyday practices, political and economic decisions, and business strategies with regard to their environmental performance
- analyze emerging solutions that surface from the field of sustainability and evaluate their environmental, social, economic and institutional repercussions in a systemic way
- propose their own integrative solutions to deal with current sustainability challenges

Sustainability Minor Structure (6 courses / 18 credits – 36 ECTS)

Requirements - 4 courses / 12 credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE145	Principles of Sociology	3	GE105; Co-requisites: GE106
GE156	Environmental Management and Sustainability – "Green Business"	3	GE105, GE106, GE155
GE158	Sustainable Community Development	3	GE105, GE106, GE115, GE155
GE159	Global Environmental Law and Governance	3	GE105, GE106, GE155

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS200	Perspectives on Business in Society	3	GE105; Co-requisites: GE106
GE113	Values, Ethics and Social Responsibility	3	GE105, GE106; Co-requisites: GE115
GE162	International Service Learning	3	GE105, GE106, GE155, GE158
PSY240	Social Psychology	3	GE105, GE106, PSY150

Hellenic American University's Associate of Science in Aviation provides students with the opportunity to gain a basic set of academic knowledge in the fundamentals of the aviation industry. The ASAV program is an excellent option for students who would like to follow careers in flight operations or technical fields such as aviation maintenance or dispatch, as they gain insight into the aviation industry while learning practical skills. Consequently, upon completion of the program, students may potentially transfer credits toward and continue their studies in most aviation related majors in order to obtain their bachelor's degree.

A total of 20 courses are required for the ASAV degree. Full-time students may complete the program in 4 semesters, while part-time students will need 3 to 4 years to complete their degree, depending on the number of courses taken each semester. An academic year includes two semesters, each semester running for 15 weeks. New classes start in September\October for new and continuing students, and February of each academic year. Instruction includes a series of lectures, laboratory work, workshops and seminars, while assessment is based on homework assignments, individual projects and examinations.

The ASAV provides graduates with the necessary credentials to work in industries and career opportunities may include aviation flight operations, and aviation technical fields. An ASAV student will acquire fundamental knowledge in the area of aviation and will be equipped with applied knowledge and experience that will lead to employment or further academic opportunities.

Students enrolled in the ASAV program who pursue during their collegiate studies (or have completed) approved curricula by national regulatory authorities (such as the Federal Aviation Administration) leading to the certification of Commercial Pilot, Air Frame and Powerplant Mechanic, or Dispatcher, upon evidence of the successful completion of such curricula from approved providers and submission of the relevant Licence, will receive the equivalent of 18 credits (42 ECTS) in lieu of the Major Electives and Free Electives categories toward the completion of their associate's degree with a major in Aviation.

ASAV Objectives & Learning Outcomes

Objectives:

- Emphasize problem solving, analysis and exposure to aviation problems and contemporary methodologies to address them.
- Promote individual professionalism, teamwork, communication skills and environmental awareness.
- Become aware of ethical issues and recognize their responsibilities to society.

Learning Outcomes:

Upon completion of the Associate of Science in Aviation, students should be able to:

- propose and implement an appropriate solution for specific aviation problems
- demonstrate proficiency in the operation, monitoring and maintenance of any aviation system
- become aware of modern technologies in the area of aviation

Structure of the ASAV

ASAV Curriculum

In order to address all these requirements, the associate program incorporates a strong general education curriculum with 7 required courses and 1 elective from a list of courses. More specifically, students should attend the following required general education courses:

General Education Required - 7 Courses / 22 Credits (44 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE105	Writing I: Academic Literacies	3	None
GE106	Writing II: Expanding Academic Literacies	3	GE105
MATH150	College Calculus	3	MATH90 or its equivalent
PH100	Physics with Lab	4	MATH150
IT100	Information Literacy and Technology Basics	3	None
GE112	Critical Thinking	3	GE105; Co-requisite: GE106
GE115	Public Speaking	3	GE105; Co-requisite: GE106

General Education Electives - 1 Course / 3 Credits (6 ECTS)

Students can select 1 course (3 credits) from any course available in the undergraduate catalog of the University under the General Education Electives category.

Major Required - 6 Courses / 18 Credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AVIA100	Aviation Fundamentals	3	None
AVIA210	Global Aviation Management and Law	3	AVIA100
AVIA220	Flight Operations	3	AVIA100
AVIA310	Aviation Safety, Security & Human Factors	3	AVIA210, AVIA220
AVIA320	Air Transport Operations	3	AVIA210, AVIA220
AVIA410	Aviation Design Seminar	3	Completion of all major requirements or permission by program director

Major Electives - 4 Courses / 12 Credits (24 ECTS)

Students can select 4 courses (12 credits) from the following list.

BUS310	Organizational Behavior	3	GE105, GE106, GE115, BUS305
BUS396	Knowledge Management (KM)	3	GE105, GE106, BUS305
EL310	Introduction to Unmanned Aircraft Systems	3	MATH150, PH100
IT360	Human Computer Interaction	3	IT100, IT150, IT320
PM400	Project Risk Management	3	GE105, GE106, GE115, BUS395
AVIA230	Principles of Aerodynamics	3	PH100

Free Electives - 2 Courses / 6 Credits (12 ECTS)

Students can select 2 courses (6 credits) from any course available in the undergraduate catalog of the University.

Hellenic American University's Associate of Science in General Engineering provides students with the opportunity to combine a basic set of knowledge in the areas of electrical, chemical, computer and civil engineering. The ASGE program is an excellent option for students who are undecided concerning which specific field of engineering to follow, as they gain insight into all engineering disciplines while learning practical skills. Consequently, upon completion of the program, students may potentially transfer credits toward and continue their studies in most engineering majors in order to obtain their bachelor's degree.

Hellenic American University has signed an articulation agreement with the University of New Hampshire, College of Engineering and Physical Sciences (UNH-CEPS). Through this collaborative 2 + 2 agreement Hellenic American University students in the Associate of Science in General Engineering (ASGE) can receive their Associate of Science at HAU and then transfer to a BS Engineering degree program at UNH-CEPS.

A total of 20 courses are required for the ASGE degree. Full-time students may complete the program in 4 semesters, while part-time students will need 3 to 4 years to complete their degree, depending on the number of courses taken each semester. An academic year includes two semesters, each semester running for 15 weeks. New classes start in September\October for new and continuing students, and February of each academic year. Instruction includes a series of lectures, laboratory work, workshops and seminars, while assessment is based on homework assignments, individual projects and examinations.

The ASGE provides graduates with the necessary credentials to work in industries and career opportunities may include engineering and technical services, technical management and sales, engineering-related business activities and science-related activities. An ASGE student will acquire fundamental knowledge in the area of engineering and will be equipped with applied knowledge and experience that will lead to employment or further academic opportunities.

ASGE Objectives & Learning Outcomes

Objectives:

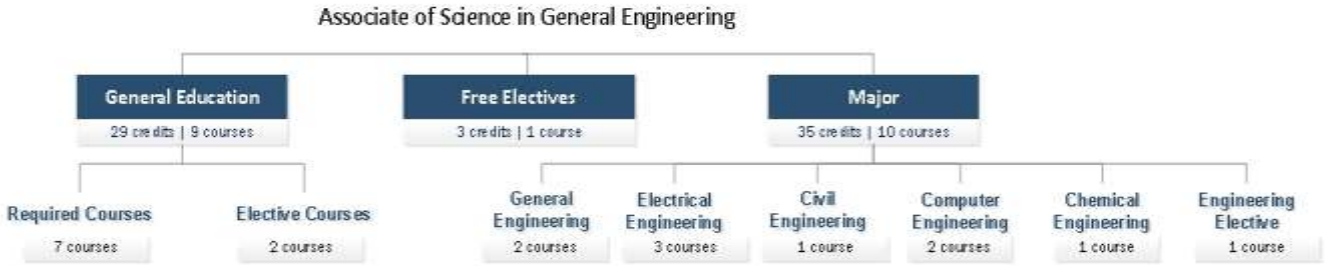
- Emphasize problem solving, analysis and exposure to engineering problems and design methodologies.
- Receive in-depth instruction in the major areas of engineering (civil, electrical, chemical, computer and general engineering).
- Promote individual professionalism, teamwork, communication skills and environmental awareness.
- Become aware of ethical issues and recognize their responsibilities to society.

Learning Outcomes:

Upon completion of the Associate of Science in General Engineering, students should be able to:

- propose and implement an appropriate solution for specific engineering problems
- demonstrate proficiency in the operation, monitoring and maintenance of any engineering system
- familiarize with the contemporary engineering standards
- become aware of modern technologies in the area of engineering

Structure of the ASGE



ASGE Curriculum

In order to address all these requirements, the associate program incorporates a strong general education curriculum with 7 required courses and 2 electives from a list of courses. More specifically, students should attend the following required general education courses:

General Education Required - 7 Courses / 23 Credits (46 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE105	Writing I: Academic Literacies	3	None
GE106	Writing II: Expanding Academic Literacies	3	GE105
MATH150	College Calculus	3	MATH90 or its equivalent
MATH250	Calculus II	3	MATH150
MATH350	Differential Equations with Linear Algebra	3	MATH150
PH100	Physics with Lab	4	MATH150
PH200	General Physics II	3	MATH150, PH100

General Education Electives - 2 Courses / 6 Credits (12 ECTS)

Students of the program should select one course from each of the following categories:

- Soft Skills

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE112	Critical Thinking	3	GE105; Co-requisites:GE106
GE115	Public Speaking	3	GE105; Co-requisites: GE106
IT100	Information Literacy and Technology Basics	3	None

- Social Sciences

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS200	Perspectives on Business in Society	3	GE105; Co-requisites: GE106
BUS305	Principles of Management	3	GE105; Co-requisites: GE106
GE126	Economics I: Individual and Society	3	None

Free Electives - 1 Course / 3 Credits (6 ECTS)

Students can select 1 course (3 credits) from any course available in the undergraduate catalog of the University.

Major Required - 10 Courses / 35 Credits (64 ECTS)

The General Engineering curriculum comprises 2 General Engineering courses, 1 Civil Engineering course, 3 Electrical Engineering courses, 2 Computer Engineering course and 1 Chemical Engineering course. In addition, students must choose 1 of the Elective Engineering courses.

General Engineering Courses

The 2 General Engineering courses are:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GEN100	Introduction to Engineering with Design Lab	4	None
GEN101	Engineering Mechanics	3	PH100

Civil Engineering Courses

The 1 Civil Engineering course is:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
CIV100	Civil Engineering System	3	GEN100

Electrical Engineering Courses

The 3 Electrical Engineering courses are:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL100	Introduction to Electrical Circuits with Lab	4	None
EL170	Introduction to Digital Systems with Lab	3	MATH150
EL200	Electronic Design I with Lab	4	EL100

Computer Engineering Courses

The 2 Computer Engineering courses are:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT150	Programming Concepts	3	None
IT280	System Analysis and Design	3	IT150, IT200

Chemical Engineering Courses

The 1 Chemical Engineering course is:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
CH100	General Chemistry with Lab	4	None

Elective Engineering Courses - 1 Course / 3 Credits (6 ECTS)

The 3 Elective Engineering courses, from which students should choose 1, are:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GEN103	Engineering Material and Devices with Lab	3	None
CH200	Physical Chemistry	3	CH100
CIV101	Building Construction	3	GEN100, CIV100

The BA in English Language and Literature combines studies in language and linguistics with literature and literary analysis. This structure provides students with in-depth knowledge of the English language, including its grammar and syntax, as well as social and cognitive aspects of language usage. Students will apply this knowledge to the reading and analysis of English language literature, including American, English and other global works in translation. This range of language and literary studies helps develop independent critical thinking skills and enriches students' understanding of global language connections.

BAELL Objectives & Learning Outcomes

Objectives:

- Demonstrate the acquisition of the research skills and tools to engage in language pedagogy, and/or preparation for graduate studies.
- Enable students to apply sophisticated uses of language in multiple contexts.
- Promote an understanding of literary genres, canonicity, and literary periods important to the understanding of world literature.
- Understand the intercultural and ethnic contexts portrayed in works of English and world literature.

Learning Outcomes:

Upon completion of the BAELL, students should be able to:

- speak and write articulately about language and literature in critically informed ways using well-constructed and appropriately supported arguments
- conduct linguistic analysis that takes inot account the structural and contextual factors that shape meaning
- understand literary genres and periods
- research a particular literary or linguistic subject in depth by making use of the necessary theoretical tools and information technology.
- For students who minor in TESOL: The ability to demonstrate knowledge of pedagogical practices in the teaching of English as a second language (TESOL) at all levels in the private and public sectors.

In the area of **language and language pedagogy**, the BA curriculum establishes opportunities for students to develop advanced communication skills in English and in-depth knowledge of the English language. It meets the career needs of graduates by preparing them with the skills and knowledge needed to teach English at all levels in the private and public sectors. With elective courses in pedagogy and a required practicum, the BA provides excellent pre-service education for teachers of English to speakers of other languages (TESOL). Students also have the option of earning a Diploma in TESOL (18 + hours) by taking specific core language courses in the BAELL, as well as practically-oriented courses for pre-service teachers that including a practicum.

In the area of **literature**, the curriculum will promote critical reading and analysis of primary and secondary sources; an understanding of genres, canonicity, and literary periods; and familiarity with important works of world literature. The program serves as a solid foundation for students wishing to pursue graduate studies in the area of literature, creative writing and critical analysis.

In the area of **linguistics**, the curriculum provides an understanding of current theoretical approaches to linguistic theory and the methodological tools needed to engage in the analysis of language in use. Courses focus on the description of sound patterns, the structure of phrases and sentences; word formation; first and second language acquisition; bilingualism; language in use, and the relationship between language and society. The final dissertation (practicum) provides students with the opportunity to carry out a research project and trains them for further studies in the discipline. The linguistics strand of the program is a solid foundation for graduate studies in the MAAL (Master's in Applied Linguistics), and eventually the Ph.D. in Applied Linguistics offered by Hellenic American University.

In all components of the BA in English Language and Literature, there is a strong emphasis on global awareness and intercultural communication, a hallmark of Hellenic American University. Furthermore, the development of a semester-long study abroad program in the US could, in the future, both enhance a student's global awareness and strengthen the University's existing ties with stateside American institutions.

Degree Requirements:

Successful completion of the BA in English Language and Literature will require a total of 121 credits/40 courses: 57 credits/19 courses in *major requirements*, and 6 credits/2 courses in *major electives*; 40 credits/13 courses in *general education*, 18 credits/6 courses in *free electives* which may be applied to a minor of choice. Full-time students may complete the program in 8 semesters, while part-time students will need between 6 to 8 years to complete their degree, depending on the number of courses taken each semester.

Structure of the English Language and Literature Program

English Language and Literature Curriculum

The major curriculum of the BA in English Language and Literature combines 19 language and literature courses, inclusive of a practicum that involves the student's final project, with 2 major electives, for a total of 63 credits/21 courses, as well as the 40 credits/13 courses in General Education requirements.

Major Requirements - 19 Courses / 57 Credits (114 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
ENG200	Introduction to Linguistics	3	GE105; Co-requisite: GE106
ENG201	Language Awareness	3	GE105, GE106, ENG200
ENG202	Language in Use: Approaches to Discourse	3	GE105, GE106, ENG200, ENG201
ENG203	Language and Mind	3	GE105, GE106, ENG200
ENG220	Introduction to Literature	3	GE105; Co-requisite: GE106
ENG221	Shakespeare and His Time	3	GE105, GE106, ENG220
ENG222	The Short Story	3	GE105, GE106, ENG220
ENG223	Introduction to Poetry	3	GE105, GE106, ENG220
ENG300	Language and Society	3	GE105, GE106, ENG200, ENG202
ENG301	Language and Interaction	3	GE105, GE106, ENG200, ENG201
ENG306	Special Topics in Linguistics	3	GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG300
ENG307	Developmental and Clinical Linguistics	3	GE105, GE106, ENG200, ENG203
ENG310	Introduction to Methodology	3	GE105, GE106, ENG200, ENG201
ENG311	Advanced Methodology	3	GE105, GE106, ENG200, ENG203, ENG310
ENG321	The British novel, Past and Present	3	GE105, GE106, ENG220, ENG221
ENG420	Literary Theory I	3	GE105, GE106, ENG220, ENG223, ENG320; Co-requisites: ENG222, ENG321
PSY200	Introduction to Research Methods	3	GE105, GE106
With Practicum in Literature			
ENG410a	Practicum (Literature)	3	GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG221, ENG222, ENG223, ENG310, ENG311, ENG320, ENG321, ENG420, PSY200; Co-requisites: ENG300, ENG301

ENG422	American Literature: Culture and History	3	GE105, GE106, ENG200, ENG220, ENG221, ENG321, ENG420
With Practicum in Linguistics			
ENG410b	Practicum (Linguistics)	3	GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG220, ENG300, ENG301, ENG310, ENG311, PSY200; Co-requisites: ENG221, ENG223, ENG321, ENG420
ENG422	American Literature: Culture and History	3	GE105, GE106, ENG200, ENG220, ENG221, ENG321, ENG420
With Practicum in TESOL			
ENG410c	Practicum (TESOL)	3	GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG220, ENG300, ENG301, ENG310, ENG311, PSY200; Co-requisites: ENG221, ENG 222, ENG223, ENG420
ENG411	Practicum II: Researching Language Classrooms (for TESOL strand students only)	3	GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG300, ENG301, ENG310, ENG311, ENG410c, PSY200

Major Electives - 2 Courses / Select 6 Credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE144	Introduction to Theater and Drama	3	None; Co-requisite: GE105
GE149	Theater Production	3	None; Co-requisites: GE105, GE144
ENG157	Semiotics and Film, an Introduction	3	GE105, GE106
ENG204	Language & Gender	3	GE105, GE106, ENG200, ENG202
ENG205	Introduction to Translation Studies	3	GE105, GE106; Co-requisite: ENG200
ENG206	Feedback in Second/Foreign Language Writing: Contexts and Issues	3	GE105, GE106, ENG200, ENG201
ENG211	Teaching Greek as a Foreigh Language	3	None
ENG215	Creative Writing	3	GE105, GE106, ENG220 (and by instructor's consent for non-BAELL students)
ENG218	Copywriting for Print and Digital Media	3	GE105, GE106, GE112
ENG224	Masterpieces of 20th Century Theater	3	GE105, GE106, ENG220
ENG225	Women Writers	3	GE105, GE106, ENG220
ENG230	Modern Greek Literature in Translation	3	GE105, GE106, ENG205, ENG220
ENG303	Methodology and Terminology for Translation	3	GE105, ENG205
ENG305	Fundamentals for Translation I (English-Greek)	3	GE105, ENG205
ENG320	American Literature, an Overview	3	GE105, GE106, ENG220
ENG323	Seminar in American Literature and Culture	3	GE105, GE106, GE115, ENG220
ENG324	Themes in Comparative Literature: the city	3	GE105, GE106; ENG220; ENG222 Co-requisites: ENG321, ENG420
ENG325	Translation and Culture	3	GE105, ENG205
ENG326	Fundamentals for Translation II Translation (Greek – English)	3	GE105, ENG205
ENG327	The Ethics of Translation	3	GE105, ENG205
PSY210	Educational Psychology	3	GE105, GE106

Minors in the BAELL Program

Minor in TESOL

Undergraduate students of Hellenic American University have the option to pursue a minor in the TESOL strand of the BAELL program. The goal is to familiarize students with core theories and practice in the field of Teaching English as a Second Language.

Any undergraduate student with an interest in English language pedagogy can pursue the proposed minor. This minor may be especially appealing to students who are interested in the teaching of English as a foreign language or work in the broader field of language education.

TESOL Learning Outcomes

Upon completing the Minor in TESOL, students should be able to:

- apply core linguistic theories to describe and analyze language use in different settings, including language classrooms
- understand and apply current methodological practices for the Teaching of English to Speakers of Other languages (TESOL)
- understand and apply basic principles of language assessment and testing in TESOL

TESOL Minor Structure (6 Courses / 18 Credits – 36 ECTS)

TESOL minors must earn a minimum grade of C in each course they attempt in the minor.

Requirements - 6 courses /18 credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
ENG200	Introduction to Linguistics	3	GE105; Co-requisite: GE106
ENG201	Language Awareness	3	GE105, GE106, ENG200
ENG202	Language in Use: Approaches to Discourse	3	GE105, GE106, ENG200, ENG201
ENG310	Introduction to Methodology	3	GE105, GE106, ENG200, ENG201 Co-requisite: ENG203
ENG311	Advanced Methodology	3	GE105, GE106, ENG200, ENG203, ENG310
ENG410c	Practicum (TESOL)	3	GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG220, ENG300, ENG301, ENG310, ENG311, PSY200 Co-requisites: ENG221, ENG222, ENG223, ENG420

Minor in Literature

Undergraduate students of Hellenic American University have the option to pursue a minor in Literature. The goal is to familiarize students with an overview of literature, a range of literary genres as well as their applicability to professions as varied as: journalism, creative writing; writing for television, film, the theatre, and political speeches; copyediting and literary criticism.

Any undergraduate student with an interest in literature can pursue the proposed minor. Interdisciplinary connections may be especially appealing to PSY students with interests in educational psychology and BSBA students interested in writing for advertising and other market-relevant venues.

Literature Learning Outcomes

Upon completing the Minor in Literature, students should be able to:

- demonstrate knowledge of the varieties of literature learned within their historical and cultural contexts, such as those that apply to American and British literature
- write a critical and/or creative paper, using the conventions applicable to the genre engaged in
- distinguish between different expressions of literature from literary criticism to forms of creative writing, and understand the interdisciplinary applications of literature

Literature Minor Structure (6 Courses/ 18 Credits – 36 ECTS)

Literature minors must earn a minimum grade of C in each course they attempt in the minor.

Requirements - 2 Courses / 6 Credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
ENG220	Introduction to Literature	3	GE105; Co-requisite: GE106
ENG320	American Literature, an Overview	3	GE105, GE106, ENG220

Minor Electives - Select 4 courses / 12 Credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
ENG204	Language & Gender	3	GE105, GE106, ENG200, ENG202
ENG205	Introduction to Translation Studies	3	GE105, GE106; Co-requisite: ENG200
ENG215	Creative Writing I	3	GE105, GE106, ENG220 (and by instructor's consent for non-BAELL students)
ENG221	Shakespeare & His Time	3	GE105, GE106, ENG220
ENG222	The Short Story	3	GE105, GE106, ENG220
ENG223	Introduction to Poetry	3	GE105, GE106, ENG220
ENG225	Women Writers	3	GE105, GE106, ENG220
ENG230	Modern Greek Literature in Translation	3	GE105, GE106, ENG205, ENG220
ENG321	The British Novel, Past & Present	3	GE105, GE106, ENG220, ENG221

Minor in Translation Studies

Undergraduate students of Hellenic American University have the option to pursue a minor in Translation Studies. The goal of this minor is to create new theoretical and practical pathways for students with an interest in languages and translation. The program covers the linguistic combinations of English and Greek but can accommodate other languages as well.
This minor offers solid theoretical and practical knowledge to any student with an interest in translation and paves the way for a career in the translation industry.

Translation Learning Outcomes

Upon completing the Minor in Translation Studies, students should be able to:

- explore key theories that make up Translation Studies
- engage in translation with English and Greek (other linguistic combinations may be accommodated)
- become familiar with terminology, terminology management, translation tools and methodologies for translation
- enhance linguistic, intercultural, thematic and technological competence for translational purposes
- become familiar with the practice of translation of different texts, genres and domains

Translation Minor Structure (6 Courses/ 18 Credits – 36 ECTS)

Translation minors must earn a minimum grade of C in each course they attempt in the minor.

Requirements - 6 courses / 18 Credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
ENG205	Introduction to Translation Studies	3	GE105, GE106; Co-requisite: ENG200
ENG303	Methodology and Terminology for Translation	3	GE105, ENG205
ENG305	Fundamentals for Translation I (English-Greek)	3	GE105, ENG205
ENG325	Translation and Culture	3	GE105, ENG205
ENG326	Fundamentals for Translation II Translation (Greek – English)	3	GE105, ENG205
ENG327	The Ethics of Translation	3	GE105, ENG205

Professional Development Program incorporated in the BAELL TESOL program

- Diploma in TESOL LEVEL 5

Hellenic American University's TESOL professional development program includes the same set of 4 TESOL-focused courses and a supervised teaching Practicum in a real classroom setting leading to the Diploma in TESOL LEVEL 5.

The primary objective of the Music program is to provide comprehensive professional training for young talented musicians. The program welcomes students who have a musical background and have already attended music courses at a conservatory or a music high school. The development of comprehensive musicianship in all students is fundamental to the objectives and success of this program. Students can work and perform next to competitive, professional musicians of the highest quality, preparing them to become competent performers as much as educators. Through participation in, and exposure to, a wide variety of recitals and concerts, and through courses in music theory and composition, history and literature, and applied subjects involving state-of-the-art pedagogical systems and techniques, Hellenic American University Music majors are trained to be effective and competitive in whatever musical direction their careers take them.

Objectives

- Engage students in learning and thinking about music literature and its performance.
- Emphasize a deep understanding of music and foster a critical engagement with important musical works.
- Include innovative general education courses, establishing common ground between disciplines.
- Offer liberal arts courses intended to develop critical thinking and communications skills essential for future participation in the global community of culture creators.

Degree Requirements

Successful completion of the Bachelor of Music program will require the completion of a total of 121 credits: 40 credits in general education, 42 credits in the *major core* courses, 27-30 credit hours in the major, and 9-12 credits in music *electives*. Full-time students may complete the program in 8 semesters, while part-time students will need between 6 to 8 years to complete their degree, depending on the number of courses taken each semester.

Structure of the Bachelor of Music Program

Music Curriculum (81 credits – 162 ECTS):

As students work through their general education program, they will also commence the required Core of their degree program. This part of the curriculum will equip them with foundation courses as well as discipline-specific courses that will provide them with the knowledge and competencies essential to a successful career in music and/or preparation for graduate studies in the field.

Core Curriculum Learning Outcomes:

In order to develop a basic foundation for work and continued growth as a music professional, students (in accordance with the National Association of Schools of Music (NASM) guidelines [2007-2008]) will:

- Acquire technical skills requisite for artistic self-expression, in at least one major performance area at a level appropriate for the particular music concentration.
- Develop knowledge and skills related to basic piano keyboard instruction including basic keyboard techniques and fingering; scales, triads, seventh chords; progression and resolution of diatonic and chromatic chords; harmonization of melodies; transposition of chord progressions to different keys; arpeggios.

- Develop knowledge of the history of music through the present, including the repertory of various periods and cultures in their major performance area.
- Acquire the ability to perform a cross-section of the music from the repertory of the major performance area.
- Develop knowledge and skills in music theory and ear training including traditional harmony and part writing, 20th Century musical techniques, and sight reading at a skill level relevant to professional standards appropriate for the particular music specialization.
- Acquire and apply rehearsal techniques and conducting skills at a level appropriate to the particular music concentration.
- Achieve growth in artistry, technical skills, collaborative competence and knowledge of repertory through regular ensemble experiences.
- Acquire an understanding of the common elements and organizational patterns of music and their interaction; the ability to employ this understanding in aural, verbal, and visual analyses and in aural dictation.
- Employ their knowledge of musical forms, processes and structures in composition, performance, analysis, and research according to the requisites of their specialization.
- Acquire a rudimentary capacity to create imitative or original music both extemporaneously and in written form.
- Develop knowledge and skills in the use of technology as it applies to notating, arranging, and composing music.
- Acquire the ability to solve musical problems by synthesis of the foregoing skills.
- Demonstrate achievement of professional, entry-level competence in the major area, including significant technical mastery.
- Form and defend value judgments about music.
- Communicate musical ideas and concepts to professionals and lay persons related to the practice of the area of specialization.
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Core Curriculum Requirements (42 credits – 84 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU101	Music Theory I (Fundamentals)	3	None; For non-music majors interview is required
MU102	Music Theory II (Harmony 1)	3	MU101
MU107	Ear Training/Solfège I	1.5	None; Co-requisite for non-music majors: MU101
MU108	Ear Training/Solfège II	1.5	MU107
MU151	Piano Studio I	1	None; Co-requisite for non-music majors: MU101
MU152	Piano Studio II	1	MU151
MU153	Piano Studio III	1	MU152
MU154	Piano Studio IV	1	MU153
MU155	Piano Studio V	1	MU154
MU156	Piano Studio VI	1	MU155
MU201	Music Theory III (Harmony 2)	3	MU102
MU202	Music Theory IV (Form and Analysis)	3	MU101, MU102, MU201
MU203	Music Theory V (Counterpoint)	3	MU201
MU207	Ear Training/Solfège III	1.5	MU107, MU108
MU208	Ear Training/Solfège IV	1.5	MU107, MU108, MU207
MU222	Music History II (Medieval, Renaissance, and Baroque)	3	GE105; Co-requisites: GE106
MU321	Music History III (Classicism and Romanticism)	3	GE105; Co-requisites: GE106
MU322	Music History IV (Romanticism & 20th Century)	3	GE105; Co-requisites: GE106
MU453	Musical Organization – Choral (1,5 credits per semester)	6	Audition required; Co-requisite for non-majors: MU101, MU107

Majors in the Music Program

*Students will **select one of 4 majors offered** in the Program.*

Music Performance

Learning Outcomes:

Development of the essential competencies associated with each major will be accomplished through specific courses and the creation of experiences that allow for integration of the knowledge and skills acquired in the program.

In the area of music performance, students should:

- develop advanced performance skills in the major performing medium as a soloist, as a member of an ensemble, or as a member of an orchestra
- acquire the ability to work independently to prepare performances at the highest possible level
- acquire skills in foreign language and diction (essential for voice majors)
- acquire advanced rehearsal and conducting techniques (for conducting concentration)
- acquire an orientation to the fundamentals of pedagogy

Music Performance Major Requirements (27 credits – 54 ECTS)

Studio instruction (8 terms - 3 credits per term): 24 credits

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU401	Piano	24 (3 per semester)	Entrance audition required
MU410	Collaborative Piano	12 (3 per semester)	Entrance audition required; MU401.1-MU401.4
	Strings		
MU402	Violin	24 (3 per semester)	Entrance audition required
MU403	Viola	24 (3 per semester)	Entrance audition required
MU404	Cello	24 (3 per semester)	Entrance audition required
MU405	Double Bass	24 (3 per semester)	Entrance audition required
MU409	Guitar	24 (3 per semester)	Entrance audition required
MU406	Voice	24 (3 per semester)	Entrance audition required
MU413	Percussion	24 (3 per semester)	Entrance audition required
MU414	Saxophone	24 (3 per semester)	Entrance audition required
MU380	Conducting	24 (3 per semester)	Entrance audition required

Course requirements (Select <u>one</u> of the following): 3 credits

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
	Instrumental Concentrations		
MU470	Chamber Music	3	MU101
	Voice Concentrations		
MU451	Opera Workshop	3	MU101
	Conducting Concentrations		
MU379	Conducting and Rehearsing Techniques	3	MU101

Music Theory

Description

The Bachelor of Music degree in Music Theory is designed to enhance music theory abilities of students and to prepare them for admission to graduate study. The degree further develops abilities in music theory, including analytical, aural, written, keyboard and pedagogical skills. The program further develops breadth and depth in the area of Western music history and literature.

Learning Outcomes

After completion of this major students will be able to:

- Analyze music visually and aurally and demonstrate proficiency in sight singing.
- Demonstrate knowledge of the development of musical genres and style from the medieval period to the 20th century.
- Demonstrate advanced theoretical knowledge of traditional and contemporary styles from the 12th through 20th century.
- Analyze music from a wide range of styles and style periods and communicate results in written and oral formats.
- Recognize, identify and analyze representative literature from different historical periods, countries and composers.
- Communicate knowledge of music theory and other aspects of music as would be done in classroom and private teaching.

Major in Music Theory (10 courses / 30 credits)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU204	Music Theory VI (Advanced Harmony)	3	MU101, MU102, MU201
MU303	Instrumentation	3	MU101
MU304	Orchestration	3	MU303
MU305	Contemporary Techniques	3	MU203
MU306	Analytical Techniques	3	MU203
MU407	Counterpoint	3	MU203
MU408	Fugue	3	MU203, MU407
MU411	Music Technology	3	MU101
MU480	Music Theory Seminar	3	MU203
MU497	Music Theory Capstone	3	None

Music Theory and Composition

Learning Outcomes:
In the area of theory and composition, students should:

- acquire advanced capabilities in musical analysis including the ability to produce and discuss analytical work from an independent perspective
- acquire an understanding of the relationships between theory and composition. This includes original and imitative work in composition, as well as a basic understanding of the relationships among musical structure, aesthetic effect, and cultural context
- acquire the ability to use the tools of theoretical work including keyboard skills, spoken and written language, research techniques, and applicable technologies
- achieve the highest possible level of skill in the use of basic concepts, tools, techniques, and procedures to develop a composition from concept to a complete work. This includes solo and various ensemble pieces
- acquire fluency in the use of tools needed by composers including keyboard skills, spoken and written language, conducting and rehearsal skills, analytical techniques, and applicable technologies
- achieve a level of competence that prepares them for graduate studies in the area of music theory and composition

Music Theory and Composition Major Requirements (30 credits – 60 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU305	Contemporary Techniques	3	MU203
MU306	Analytical Techniques	3	GE105, GE106, GE115, MU101, MU102, MU201, MU202, MU203
MU379	Conducting and Rehearsing Techniques	3	MU101
MU407	Counterpoint	3	MU203
MU411	Music Technology	3	MU101; Co-requisites: IT100
MU461	Basic Composition I	2	Entrance audition required
MU462	Basic Composition II	2	MU461
MU463	Intermediate Composition I	2	MU462
MU464	Intermediate Composition II	2	MU463
MU465	Intermediate Composition III	2	MU464
MU466	Senior Composition I	2	MU465
MU467	Senior Composition II	3	MU466
MU496	Medium Scale Composition	0	MU463

Music History and Literature

Learning Outcomes:
In the area of music history and literature, students should:

- demonstrate in written, verbal, aural, and visual methods knowledge of styles, composers, genres, forms, and processes of Western European art music through present time, including contributions to this tradition made by composers of both genders and multicultural societies.
- demonstrate knowledge of the principles of harmony, musical form, and compositional process, and the ability to use this knowledge in written, verbal, aural, and visual analyses.
- demonstrate fluency in written fundamentals and aural comprehension of music theory (including aural dictation).
- utilize the piano for personal music study and instruction.
- synthesize performance, historical, stylistic, analytical, and technological information to solve artistic problems and form musical interpretations, and convincingly communicate these solutions and interpretations in written, verbal, aural, and visual methods.
- develop a comprehensive understanding of the relationships among historical perspectives, theoretical analysis and performance practice in music.
- incorporate an understanding of music in its historical and cultural context such as it enables them to support the growth of their musicianship and enables them to have better understanding of the music they hear, perform, and/or create.
- develop a firm grasp of the basic principles of the structure, design, and language of music in the Western Music tradition.
- acquire the knowledge and vocabulary sufficient to approach music of any period, style or genre.
- pursue a proficiency of technology appropriate to and connection with their field of specialization.
- acquire the knowledge of a diverse catalogue of representative works in all major genres and representing all historical and interpretive styles.
- acquire a proficiency in current research methods and trends including all forms and technologies available for the study of music.

Music History and Literature Major Requirements (30 credits – 60 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU157	Violin for Beginners	3	None
MU204	Music Theory VI (Advanced Harmony)	3	MU101, MU102, MU201
MU221	Music History I (Survey of Music History)	3	None
MU323	Greek Music	3	None
MU324	American, Jazz, Pop Music	3	None
MU325	World Music and Cultures	3	None
MU326	Words and Music	3	None
MU407	Counterpoint	3	MU203
MU411	Music Technology	3	MU101
MU495	Music History and Literature Capstone	3	None

Music Electives (9-12 credits – 18-24 ECTS) 3 credit courses

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU157	Violin for Beginners*	3	Co-requisite for non-music majors: MU101
MU161	Voice for Beginners	3	Co-requisite for non-music majors: MU101
MU171	Guitar for Beginners	3	Co-requisite for non-music majors: MU101

* Students concentrating in Piano (or with efficiency in Piano as qualifying after audition with Music Faculty) will substitute MU157 Violin for Beginners for MU 151 Piano Studio I, MU152 Piano Studio II & MU153 Piano Studio III.

MU180	Jazz Improvisation*	3 (1 per three semesters)	MU153
MU204	Music Theory VI (Advanced Harmony)	3	MU101, MU102, MU201
MU205	Jazz Music Theory*	3	MU201
MU221	Music History I *	3	None; For non-music majors GE142
MU303	Instrumentation	3	MU101
MU304	Orchestration	3	MU303
MU311	Music Pedagogy	3	GE106
MU323	Greek Music *	3	None; For non-music majors GE142
MU324	American, Jazz, Pop Music *	3	None; For non-music majors GE142
MU325	World Music and Cultures	3	None; For non-music majors GE142
MU326	Words and Music: from the Middle Ages to the Present	3	None; For non-music majors GE142
MU408	Fugue	3	MU203, MU407
MU412	Music production for different Media	3	MU101
MU450	Music Organization – Instrumental *	6 (1.5 per semester)	MU101
MU456	Art of Accompanying (Serves as Music Organization credit)	3	MU101
MU480	Music Theory Seminar	3	MU203

Senior Recital (0 credits)

In their senior year, Performance majors will give a recital, and Theory/Composition majors will organize a recital featuring their own compositions.

Course Code	Senior Recital	Credits	Pre-requisites (Course Codes)
MU500	Senior Recital	0	Completion of all music program requirements

Program Admission

The selection of candidates for the Bachelor of Music Program takes place through audition.

Minors in the Music Program

Minor in Music Performance

Undergraduate students of Hellenic American University will have the option to pursue a minor in Music Performance which provides non-music majors with high-level training in instrumental or vocal performance. Students can choose a concentration in an instrument from those offered by HAUniv (piano, guitar, violin), or voice. This minor includes the study of the structure of music, aural training, music literature and private studies, designed to yield a balanced music background.

Admission to Minor

Admission to the Minor in Music is based on successful completion of a performance audition before a faculty committee prior to enrolling in the minor.

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* Students concentrating in modern music will substitute MU180 Jazz Improvisation for MU154 Piano Studio IV, MU155 Piano Studio V & MU156 Piano Studio VI.

* Students concentrating in modern music will substitute MU205 Jazz Music Theory for MU202 Music Theory IV

* Students concentrating in modern music will substitute MU221 Music History I for MU222 Music History II

* Students concentrating in modern music will substitute MU323 Greek Music for MU321 Music History III

* Students concentrating in modern music will substitute MU324 American, Jazz, Pop Music for MU322 Music History IV

* Students concentrating in instrumental performance will substitute MU450 Musical Organization - Instrumental for MU453 Musical Organization - Choral.

Music Performance Minor Learning Outcomes

Upon completing the Minor in Music Performance, students should be able to:

- develop instrument or vocal skills sufficient for the performance of an elementary and average repertoire
- learn basic terminology and theoretical principles of music
- develop aural and singing skills
- identify and analyze musical works of different periods, styles, genres and composers

Music Performance Minor Structure (10 Courses/ 18 Credits – 36 ECTS)

Minimum requirements for a minor in Music Performance are 10 courses (18 credits) that include the required 4 courses (9 credits), and the Concentration of 6 courses (9 credits).

Requirements (4 courses / 9 credits)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU101	Music Theory I	3	None
MU107	Ear-Training/Solfège I	1.5	None
MU108	Ear-Training/Solfège II	1.5	MU107
MU221	Music History I (Survey of Music History)	3	None

Concentrations (6 courses / 9 credits – 18 ECTS)

Students can choose one of the following four concentrations:

Piano

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU151	Piano Studio I	1	None
MU152	Piano Studio II	1	MU151
MU153	Piano Studio III	1	MU152
MU401	Piano	6 (3 cr. x 2 terms)	MU151, MU152, MU153

Violin

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU157	Violin for Beginners	3	Co-requisite for non-music majors: MU101
MU402	Violin	6 (3 cr. x 2 terms)	MU157, MU158, MU159

Voice

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU161	Voice for Beginners	3	Co-requisite for non-music majors: MU101
MU406	Voice	6 (3cr. x 2 terms)	MU161, MU162, MU163

Guitar

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MU171	Guitar for Beginners	3	Co-requisite for non-music majors: MU101
MU409	Guitar	6 (3 cr. x 2 terms)	MU171, MU172, MU173

The BSBA program has been designed to meet standards of excellence in the American Higher Education system. It focuses on regional and global areas of opportunity for business and entrepreneurial endeavors. The BSBA provides students with a general understanding of successful economic and business practices and fosters their competencies in specialized knowledge areas of business.

A total of 121 credits (125 credits for Engineering Management major as discussed under the description of the major) are required for the BSBA degree. Full-time students may complete the program in 8 semesters, while part-time students will need between 6 to 8 years to complete their degree, depending on the number of courses taken each semester. To ensure that the graduates of Hellenic American University are prepared for careers immediately upon graduation, the University has developed knowledge strands from which students may choose a major area of study. The 8 specialized majors offered, in addition to a general BSBA major, are **Aviation, Engineering Management, Entrepreneurship, Finance, Flight Operations Management, Hospitality Management, Informatics Management, Marketing,** and **Project Management**. Furthermore, minors in **Project Management, Entrepreneurship as well as General Business (for non-business students) and Unmanned Aircraft Systems** are also offered. Any of the BSBA majors may be offered to students of other programs as minors.

The program is designed to meet the needs of full-time students and working professionals who wish to pursue a career in Business. Consequently, instruction is offered in morning, afternoon, and evening sessions. Graduates of the program are equipped with the theoretical and practical knowledge to build a successful career in a business environment in which strong intercultural and communication skills are valued. In addition, a mentor is appointed for each student who is responsible for advising the student on his or her academic progress.

BSBA Objectives

Objectives:

- Provide students with the knowledge and understanding of the basic functional areas of business management.
- Provide students with the knowledge and in-depth understanding of at least one area of concentration within the disciplines of business management.
- Develop the students' ability to analyze business problems and use critical reasoning to evaluate an array of recommendations and outcomes.
- Develop the students' ability to effectively communicate in written and spoken English.
- Develop the students' understanding, appreciation, and use of information technology resources.
- Enhance the students' appreciation for the international and ethical environments in which business operates.
- Provide students with the quantitative skills necessary for analysis and critical reasoning in the field of business.
- Provide students with a broad education which will allow them to understand and manage human and material resources effectively and be well-positioned for a career or further graduate studies in the field of business.
- Heighten students' sensitivity to cross-cultural issues that relate to their professional and personal growth.

Structure of the BSBA Program

Business Administration Curriculum

In addition to the General Education and Free Elective requirements, the BSBA degree program consists of 63 credits distributed as follows:

Business Administration Core Requirements - 13 Courses / 39 credits (78 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS220	Accounting I	3	GE105, IT100, MATH90 or its equivalent
BUS221	Accounting II	3	GE105, IT100, BUS220, MATH90 or its equivalent
BUS240	Business Statistics	3	GE105, IT100, MATH90 or its equivalent
BUS250	Microeconomic Theory	3	GE105
BUS251	Macroeconomic Theory	3	GE105; Co-requisites: GE106
BUS305	Principles of Management	3	GE105; Co-requisites: GE106
BUS320	Principles of Marketing	3	GE105; Co-requisites: GE106
BUS330	Corporate Finance I	3	GE105, GE106, IT100, BUS220, BUS221, BUS250, MATH90 or its equivalent
BUS340	Management Information Systems	3	GE105, GE106, IT100
BUS350	Operations Management	3	GE105, GE106, BUS305
BUS390	Human Resources Management	3	GE105, GE106, GE115, BUS305
BUS395	Project Management	3	GE105, GE106, GE115
BUS499	Business Capstone	3	Successful completion of all core Business requirements

Major Requirements - 19 Courses / 57 Credits (114 ECTS)

Major Requirements

(8 courses / 24 credits – 48 ECTS – *see below*)[1]

After having examined an array of business functions, students are required to select a major course of study, or they may pursue a general BSBA degree and thus graduate with a focus on General Business. Students may choose to major in the disciplines of **Aviation, Engineering Management, Entrepreneurship**, **Finance, Flight Operations Management, Hospitality Management, Infomatics Management, Marketing,** and **Project Management.** The major-related courses will equip students with the skills, knowledge, and abilities to function as professionals in their chosen field.

[1] Unless specified otherwise in the respective Major

Majors in the BSBA Program

Aviation Major

Learning Outcomes

Upon completion of the Aviation Major, students should be able to:

- Describe the aviation industry structure, including the role of air carriers, airports, air navigation service providers, manufacturers, general aviation and regulators;
- Understand the functions of aviation organizations and businesses both at national and international levels;
- Gain a broad appreciation of aviation history and career paths in the aviation industry;
- Identify aircraft systems, instruments, and components of a conventional airplane and understand the scientific principles of flight;
- Appreciate the cornerstone role of safety in all aviation operations and the important role of human factors in aviation safety;
- Understand the role of aviation law and regulations at both national and international levels and identify all key organizations at both levels;
- Appreciate current issues in aviation and their role in the efficiency and safety of the aviation system.

Aviation Major Structure (8 courses / 24 credits – 48 ECTS)

Requirements - 6 courses / 18 credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AVIA100	Aviation Fundamentals	3	None
AVIA210	Global Aviation Management and Law	3	AVIA100
AVIA220	Flight Operations	3	AVIA100
AVIA310	Aviation Safety, Security & Human Factors	3	AVIA210, AVIA220
AVIA320	Air Transport Operations	3	AVIA210, AVIA220
AVIA410	Aviation Design Seminar	3	Completion of all major requirements or permission by program director

Electives - Select 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS310	Organizational Behavior	3	GE105, GE106, GE115, BUS305
BUS396	Knowledge Management (KM)	3	GE105, GE106, BUS305
EL310	Introduction to Unmanned Aircraft Systems	3	MATH150, PH100
MK360	Services Marketing	3	GE105, GE106, GE115, BUS320, MK330
PM400	Project Risk Management	3	GE105, GE106, GE115, BUS395

Engineering Management Major

Learning Outcomes

Upon completion of the Engineering Management Major, students should:

- acquire knowledge regarding the contemporary engineering standards implemented in engineering and technical services, technical management and sales, engineering-related business activities and science-related activities
- learn how to design and improve engineering projects as well as propose effective solutions to potential problems associated with engineering
- familiarize themselves with modern technologies and trends which are implemented and followed by engineering management demonstrate proficiency in the management of an engineering system

The Engineering Management major of the BSBA requires 125 credit hours for graduation. *

Engineering Management Major Structure (8 courses / 27 credits – 54 ECTS) *

Requirements - 8 courses / 27 credits (54 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
CIV100	Civil Engineering System	3	GEN100
EL100	Introduction to Electrical Circuits with Lab	4	None
GEN100	Introduction to Engineering with Design Lab	4	None
GEN101	Engineering Mechanics	3	PH100
IT240	Computer Architecture	3	IT150
MATH150	College Calculus	3	MATH90 or its equivalent
PH100	Physics with Lab	4	MATH150
PH200	General Physics II	3	MATH150, PH100

*Not including prerequisite courses that a student must take (or fulfil their requirement) prior to enrolling in required courses.

Entrepreneurship Major

Learning Outcomes

Upon completion of the Entrepreneurship Major, students should be able to:

- successfully plan and execute strategies in order to materialize competitive business ideas
- clarify the role of organizational values, ethics, and social responsibility as prerequisites for the development of successful ventures in today's business world
- write and present functional business plans
- design and implement effective social media campaigns
- effectively manage the human capital of their company, build successful relationships with the stakeholders, as well as support teamwork
- identify fund-raising sources/techniques/tools needed to start their own ventures
- use scientific methods and best practices for delivering innovation and developing new products

Entrepreneurship Major Structure (8 courses / 24 credits – 48 ECTS)

Requirements - 8 courses / 24 credits (48 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE113	Values, Ethics and Social Responsibility	3	GE105, GE106; Co-requisites: GE115
BUS205	Strategy Fundamentals (Global Entrepreneurship)	3	GE105, GE106; Co-requisites: BUS305
BUS310	Organizational Behavior	3	GE105, GE106, GE115, BUS305
BUS360	Entrepreneurship	3	GE105, GE106; Co-requisites: BUS305
BUS363	Entrepreneurial Social Media	3	IT100, BUS/IT340
BUS365	Innovation and New Product Development	3	IT100, BUS/IT340
BUS367	Virtual Entrepreneurial Simulation Game	3	GE113, BUS205, GE/BUS310, BUS360, BUS363, BUS365, BUS368
BUS368	Ideation	3	GE105, GE106

Finance Major

Learning Outcomes

Students who successfully complete the Finance Major should:

- be aware of the key theoretical and empirical issues in financial reporting and its relevance to financial decision-making and corporate strategic planning in international contexts
- acquire a critical appreciation of financial statements and their preparation, including practical and legal limitations and implications of financial reporting
- be able to interpret financial statements for a variety of business organizations
- understand the regulatory framework of financial reporting and its complexities in an international context
- be aware of the different ways in which an organization can obtain and use financial resources
- be able to apply the concepts and principles of financial investing in developing corporate investment strategies
- know the key theoretical and empirical aspects of international finance within corporate and international environments, and thus appreciate the global implications of conducting business
- be aware of the systematic and non-systematic financial risks corporations face at a multinational level, and how these risks can be managed

Finance Major Structure (8 courses / 24 credits – 48 ECTS)

Requirements - 6 courses / 18 credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
FI404	Corporate Finance II	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330
FI406	Financial Markets & Institutions	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330; Co-Requisite(s): FI404
FI408	International Finance	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330
FI412	Investment & Portfolio Management	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330, FI404, FI406
FI414	Corporate Financial Strategy	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330, FI404
FI420	Introduction to Derivatives and Risk Management	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330, FI404, F406, FI412

Electives - Select 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
FI310	Financial Analysis	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS330
FI410	Money & Banking	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS251, BUS330
FI430	Mergers, Acquisitions, and Restructuring	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330
FI450	Special Topics in Finance	3	GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330

Flight Operations Management Major

Learning Outcomes

Upon completion of the Flight Operations Management Major, students should be able to:

- Possess the necessary knowledge, skills, and attitude to competently and ethically function as a professional pilot in the aviation industry in a safe and efficient manner;
- Describe the aviation industry structure, including the role of air carriers, airports, air navigation service providers, manufacturers, general aviation and regulators;
- Understand the functions of aviation organizations and businesses both at national and international levels;
- Identify aircraft systems, instruments, and components of a conventional airplane and understand the scientific principles of flight;
- Appreciate the cornerstone role of safety in all aviation operations and the important role of human factors in aviation safety;
- Understand the role of aviation law and regulations at both national and international levels and identify all key organizations at both levels;
- Appreciate current issues in aviation and their role in the efficiency and safety of the aviation system.

Flight Operations Management Major Structure (14 courses / 42 credits – 84 ECTS)

This major is for those who pursue during their collegiate studies (or have completed) approved curricula by national regulatory authorities (such as the Federal Aviation Administration) leading to the certification of Commercial Pilot. Upon evidence of the successful completion of such curricula from approved providers and submission of the Commercial Pilot's Licence, students will receive the equivalent of 24 credits (48 ECTS) toward the completion of their BSBA degree with a major in Flight Operations Management. Students enrolled in this degree option must also take the following courses in lieu of free electives to successfully complete their degrees:

Requirements - 4 courses / 12 credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AVIA210	Global Aviation Management and Law	3	AVIA100
AVIA310	Aviation Safety, Security & Human Factors	3	AVIA210, AVIA220
AVIA320	Air Transport Operations	3	AVIA210, AVIA220
AVIA410	Aviation Design Seminar	3	Completion of all major requirements or permission by program director

Electives - Select 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AVIA230	Principles of Aerodynamics	3	PH100
BUS310	Organizational Behavior	3	GE105, GE106, GE115, BUS305
BUS396	Knowledge Management (KM)	3	GE105, GE106, BUS305
EL310	Introduction to Unmanned Aircraft Systems	3	MATH150, PH100
PM400	Project Risk Management	3	GE105, GE106, GE115, BUS395

Graduates of the Hellenic American University Aviation & Flight Academy can substitute the Academy courses for the either required or elective courses in the above tables.

Hospitality Management Major

Learning Outcomes

Upon completion of the Hospitality Management Major, students should be able to:

- apply the basic principles on international hospitality and tourism management within a competitive business environment
- demonstrate an understanding of the effective flow of operations in hospitality and tourism management
- apply knowledge regarding the marketing and management of events
- identify and evaluate the physical and human resources required in planning and development of tourism destinations
- use acquired skills and competencies in effectively managing hospitality and/or tourism organizations

Hospitality Management Major Structure (8 courses / 24 credits – 48 ECTS)

Requirements - 8 courses / 24 credits (48 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
HM100	Introduction to International Hospitality Management	3	GE105; Co-requisite(s): GE106
HM102	Introduction to International Tourism Management	3	GE105; Co-requisite(s): GE106
HM120	Hospitality Event Management	3	GE105, GE106, GE115, HM100
HM122	Food and Beverage Management	3	GE105, GE106, GE115, HM100
HM200	Tourism Planning and Development	3	GE105, GE106, GE115, HM100, HM102
HM299	Industry Placement/Practicum	3	HM100, HM102, HM120, HM122, HM200, MK330, MK360
MK330	Consumer Behavior	3	GE105, GE106, BUS320; Co-requisite(s): GE115
MK360	Services Marketing	3	GE105, GE106, GE115, BUS320, MK330

Informatics Management Major

Learning Outcomes

Students will be provided with a broad business and real-world perspective of Informatics. Upon completion of the IT Management Major, students should:

- learn that IT is an enabler of successful performance in organizations
- learn that IT spans and integrates all organizational levels and business functions
- be familiar with the strategic role that information technology plays in enabling organizational strategy
- develop the necessary analytical and critical thinking skills to frame and solve problems;
- understand that a system consists of people, procedures, hardware, software, and data
- develop an understanding of the principles of ethics and acquire good interpersonal communication and team skills
- understand the design and implementation of information technology solutions that can enhance organizational performance
- possess skills in understanding and modelling organizational processes and data, defining and implementing technical and process solutions, managing projects, and integrating systems
- be fluent in techniques for acquiring, converting, transmitting, and storing data and information
- focus on applying information technology to help individuals, groups, and organizations achieve their goals

Information Technology Management Major Structure (8 courses / 24 credits – 48 ECTS)

Requirements - 5 courses / 15 credits (30 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT150	Programming Concepts	3	None
IT160	Networking Fundamentals I	3	None
IT200	Object-Oriented Programming	3	IT150
IT260	Database Management Systems	3	IT150
IT280	Systems Analysis and Design	3	IT150, IT200

Electives - Select 3 courses / 9 credits (18 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT240	Computer Architecture	3	IT150
IT400	Emerging Technologies & Themes	3	IT150, IT200, IT280
MK444	Electronic Commerce Management	3	GE105, GE106, GE115, IT100, BUS305, BUS340

Marketing Major

Learning Outcomes

Upon completion of the Marketing Major, students should:

- be familiar with the nature and role of marketing as an important area of activity which contributes to the development and growth of financial institutions, public utilities, insurance and non-profit service institutions
- have a solid, culturally-sensitive, and specialized education in marketing that will instill students with the competencies relevant to pursue careers in brand management, market research, advertising, public relations, selling, buying, financing, merchandising, and consulting
- understand and appreciate the pivotal role of marketing in the creation of value by generating desired returns on investment in profit-seeking firms, or creating social value through organizations whose overarching objectives include contributing to the common, societal good and welfare
- understand and appreciate marketing's role in formulating, implementing, and monitoring strategies and tactics for serving high potential target markets, with the needed and desired goods, services or causes

Marketing Major Structure (8 courses / 24 credits – 48 ECTS)

Requirements - 5 courses / 15 credits (30 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MK330	Consumer Behavior	3	GE105, GE106, BUS320; Co-requisite(s): GE115
MK350	Marketing Research	3	GE105, GE106, GE115, BUS240, BUS320, MK330
MK390	Fundamentals of Digital Marketing	3	GE105, GE106, GE115, BUS320, MK330
MK440	Marketing Management,	3	GE105, GE106, GE115, BUS305, BUS320, MK330, MK350, MK390
MK450	International Marketing	3	GE105, GE106, GE115, BUS320, MK330, MK350, MK390, MK440

Electives - Select 3 courses / 9 credits (18 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
MK360	Services Marketing	3	GE105, GE106, GE115, BUS320, MK330
MK380	Business to Business (B-2-B) Marketing	3	GE105, GE106, GE115, BUS320, MK330
MK410	Advertising and Public Relations	3	GE105, GE106, GE115, BUS320, MK330, MK390
MK420	Retailing Management	3	GE105, GE106, GE115, IT100, BUS320, MK330
MK430	Sales Management	3	GE105, GE106, GE115, IT100, BUS320, MK330, MK390
MK455	Nation Branding	3	GE105, GE106, GE115, BUS320, MK330
MK460	Strategic Marketing Applications	3	GE105, GE106, GE115, IT100, BUS320, MK330, MK390

Project Management Major

Learning Outcomes

Upon completion of the Project Management Major, students should:

- have knowledge regarding the principles and practices of project, program and portfolio management and their role in creating value for a firm and its stakeholders
- learn how to design and improve project, program and portfolio management processes as well as how to manage organizational knowledge
- become familiar with the project management software applications needed to manage projects
- learn how to set a clear direction, create a vision and effectively organize projects; understand the project life cycle; link realistic objectives to stakeholder needs; estimate project costs; and devise realistic time schedules
- learn how to create a positive, productive, goal-oriented, problem-solving team culture
- acquire leadership skills to effectively manage stakeholders and their expectations.

Project Management Major Structure (8 courses / 24 credits – 48 ECTS)

Requirements - 8 courses / 24 credits (48 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
GE113	Values, Ethics and Social Responsibility	3	GE105, GE106; Co-requisites: GE115
BUS396	Knowledge Management (KM)	3	GE105, GE106, BUS305
PM396	Applied Project Management	3	GE105, GE106, GE115, BUS395
PM397	Project Management Information Systems (PMIS)	3	GE105, GE106, GE115, BUS395
PM398	The Human Side of Project Management	3	GE105, GE106, GE115, BUS395
PM400	Project Risk Management	3	GE105, GE106, GE115, BUS395
PM415	Project Negotiations & Conflict Resolution	3	BUS395
PM440	PMI's/IPMA's Project Management Body of Knowledge	3	Successful completion of the PM Courses (PM396, PM397, PM400, PM415)

Obtaining the Project Management Institute Certified Project Management Associate (CAPM) or another equivalent professional certification is strongly recommended for graduation with a Project Management Major.

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Minors in the BSBA Program

Students may elect a minor in any of the four offerings indicated below:

Minor in Entrepreneurship

Students mainly enrolled in Business and IT Programs of the Hellenic American University have the option to pursue a minor in Entrepreneurship. This Minor aims at providing them with the necessary business and entrepreneurial skills to run start-ups, small business ventures and business units within an organization. The program exposes students to fundamental areas and principles of high significance to entrepreneurship and combines business theory and practice by offering innovation tailored, hands-on courses on Entrepreneurship, Strategy, Social Media, New Product Development and Organizational Behavior. The entire curriculum is supported by lectures and presentations from guest speakers with expertise in the relevant domains. The Minor in Entrepreneurship enables students to acquire a 360º learning experience on innovation and entrepreneurial practices and behaviors, including the option to practice their innovative ideas in the real world, in cooperation with their instructors, experts and external advisors or potential investors.

Entrepreneurship Minor Learning Outcomes

Upon completion of the Entrepreneurship Minor, students should:

- gain a solid understanding of successfully planning and executing strategy in order to develop competitive business ideas
- learn how to write and present functional business and marketing plans
- learn how to build a business plan and recognize which are the key success factors of a business idea
- learn how to design and implement effective social media campaigns
- acquire people management skills to effectively manage the human capital of their company, to build successful relationships with the stakeholders, as well as to support team working
- become familiar with the fund-raising sources / techniques / tools needed to start their own ventures
- use scientific methods and best practices for delivering innovation and developing new products

Entrepreneurship Minor Structure (6 Courses/ 18 Credits – 36 ECTS)

There is a minimum requirement of 6 mandatory courses for a minor in Entrepreneurship (18 credits).

Requirements - 6 courses / 18 credits (36 ECTS)

All of the Entrepreneurship Minor Courses are Core; there is no option for electives

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS205	Strategy Fundamentals (Global Entrepreneurship)	3	GE105, GE106; Co-requisite: BUS305
BUS310	Organizational Behavior	3	GE105, GE106, GE115, BUS305
BUS360	Entrepreneurship	3	GE105, GE106; Co-requisite: BUS305
BUS363	Entrepreneurial Social Media	3	IT100, BUS/IT340
BUS365	Innovation and New Product Development	3	IT100, BUS/IT340
BUS367	Virtual Entrepreneurial Simulation Game	3	BUS360, BUS205, BUS310, BUS363, BUS365, BUS368

Minor in General Business

Students enrolled in non-business programs of the Hellenic American University have the option of pursuing a minor in General Business. This minor aims at providing students from all disciplines with solid theoretical background and applied knowledge of business administration. The program exposes students to fundamental areas and principles of high significance to contemporary businesses, such as: principles of management and marketing; macroeconomic theory; accounting and finance; as well as applications in strategic management. The General Business minor curriculum examines looks through the conceptual constructs along with real life applications, cases and managerial activities where students have the opportunity to familiarize with best practices, managerial processes and tools implemented in practice. The program enables students to graduate with the sufficient business knowledge to deal effectively with business situations within the contemporary marketplace.,

General Business Minor Learning Outcomes

Students will be provided with a broad business and real world perspective of General Business.
Upon completion of the General Business Minor students should:

- gain a wide understanding of the foundation and principles of management, marketing accounting and finance
- be familiar with the general management, marketing, accounting and finance tools needed to effectively manage various real-time business cases
- learn how to effectively manage themselves in the contemporary marketplace
- learn how to appropriately manage cross-cultural issues associated with the function of business administration in their work environment

General Business Minor Structure (6 Courses/ 18 Credits – 36 ECTS)

There is a minimum requirement of 6 mandatory courses for a minor in Entrepreneurship (18 credits).

Requirements - 6 courses / 18 credits (36 ECTS)
All of the General Business Minor Courses are Core; there is no option for electives

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS220	Accounting I	3	GE105, IT100, MATH90 or its equivalent
BUS251	Macroeconomic Theory	3	GE105; Co-requisite: GE106
BUS305	Principles of Management	3	GE105; Co-requisite: GE106
BUS320	Principles of Marketing	3	GE105; Co-requisite: GE106
BUS390	Human Resources Management	3	GE105, GE106, GE115, BUS305
BUS395	Project Management	3	GE105, GE106, GE115

Minor in Project Management

Students enrolled in the BSBA program of the Hellenic American University have the option of pursuing a minor in Project Management. This minor equips future business professionals with a solid theoretical foundation and practical knowledge base in project management. The program exposes students to key areas of high interest and value to project management practitioners, such as project team management, risk management, procurement management, quality management, and the use of popular PM Information Systems. The PM minor curriculum balances theoretical concepts with applied exercises and cases where students have the opportunity to apply project management best practices and processes to real projects. The program enables students to graduate with a high level of understanding of the dynamics and challenges associated with projects, as well as with effective tools and techniques for managing them.

Project Management Minor Learning Outcomes

Students will be provided with a broad business and real world perspective of Project Management. Upon completion of the Project Management Minor, students should:

- gain a broad understanding of the principles and practices of project, program and portfolio management and their role in creating value for the firm and its stakeholders
- learn how to design and improve project, program and portfolio management processes
- lecome familiar with the project management software applications needed to manage projects
- learn how to set a clear direction, create a vision and effectively organize projects; understand the project life cycle; link realistic objectives to stakeholder needs; estimate project costs; and devise realistic time schedules
- learn how to create a positive, productive, goal-oriented, problem-solving team culture
- acquire leadership skills to effectively manage stakeholders and their expectations
- develop positive working relationships and knowledge that team members can carry forward to future projects

Project Management Minor Structure (6 Courses/ 18 Credits – 36 ECTS)

There is a minimum requirement of 6 mandatory courses for a minor in Project Management (18 credits).

Requirements - 6 courses / 18 credits (36 ECTS)

All of the Project Management Minor Courses are Core; there is no option for electives

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
PM396	Applied Project Management	3	GE105, GE106, GE115, BUS395
PM397	Project Management Information Systems (PMIS)	3	GE105, GE106, GE115, BUS395
PM398	The Human Side of Project Management	3	GE105, GE106, GE115, BUS395
PM400	Project Risk Management	3	GE105, GE106, GE115, BUS395
PM415	Project Negotiations & Conflict Resolution	3	GE105, GE106, GE115, BUS395
PM440	PMI's/IPMA's Project Management Body of Knowledge	3	Successful completion of the PM Courses (PM396, PM397, PM400, PM415)

Minor in Unmanned Aircraft Systems

The UAS Minor in the BSE and BSBA programs combines general academic preparation with the development of technical skills and the specialized knowledge of the unique aspects of Unmanned Aircraft Systems. The UAS Minor prepares students for careers in a variety of fields but includes specialized courses and experiences that enhance the student's opportunities for entry into the UAS field for UAS operators in roles of responsibility. This is accomplished by strongly emphasizing the importance of two main complementary subfields in this area, namely: (i) the air transport operations including safety security and law and (ii) the engineering and wireless communications area. The combined knowledge gained from these two academic fields help the graduate to acquire the basic skills and knowledge in order to function effectively in a UAS operational environment as a technical expert or manager of a UAS operations. To successfully compete the requirements for the minor students must take one core course and choose five more courses from a list of designated electives.

Unmanned Aircraft Systems Learning Outcomes

Upon completion of the UAS Minor students should be able to:

- Understand the basic concepts and technologies related to Unmanned Aircraft Systems;
- Explain the background and the related technologies of networks and wireless communications, necessary for the operation of UAS;
- Gain a broad understanding of aerodynamics;
- Appreciate the cornerstone role of safety in all aviation operations and the important role of human factors in aviation safety;
- Understand the role of aviation law and regulations at both national and international levels and identify all key organizations at both levels.

Unmanned Aircraft Systems Minor Structure (6 Courses/ 18 Credits – 36 ECTS)

There is a minimum requirement of 6 mandatory courses for a minor in Unmanned Aircraft Systems (18 credits).

Requirements - 1 course / 3 credits (6 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL310	Introduction to Unmanned Aircraft Systems	3	None

Electives - Select 5 courses / 15 credits (30 ECTS)

Choose five (5) courses from the following list, at least two from each category:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
Category 1: Aviation			
AVIA210	Global Aviation Management and Law	3	AVIA100 or permission by program director
AVIA230	Principles of Aerodynamics	3	PH100
AVIA310	Aviation Safety, Security & Human Factors	3	AVIA210, AVIA 220 or permission by program director
Category 2: Engineering			
EL150	Electromagnetic Fields and Waves	3	None
EL311	Wireless Communication Networks for UAS	3	EL150
GEN101	Engineering Mechanics	3	PH100

Hellenic American University offers a Bachelor of Science in Engineering (BSE) with a major in electrical engineering. The Bachelor of Science in Engineering aims to prepare graduates for immediate entry into career paths and is designed to satisfy this need for professionals with the appropriate knowledge and technical skills needed to understand the basics of, and to work with, modern technology, innovations and engineering practices.

A total of 126 credits are required for the BSE degree. Full-time students may complete the program in 8 semesters, while part-time students will need between 6 to 8 years to complete their degree, depending on the number of courses taken each semester. Instruction usually includes a series of lectures, workshops and seminars, while assessment is based on homework assignments, individual projects, laboratory work, and examinations.

The demand for engineering professionals and the need for engineering professionals' preparation and continuous training are critical issues in the industry. The proposed program comes to address the need for skillful professionals that apart from understanding the foundations of engineering, are also familiar with industry systems and applications. BSE will produce reliable graduates to cover industry needs.

BSE Objectives & Learning Outcomes

Objectives:

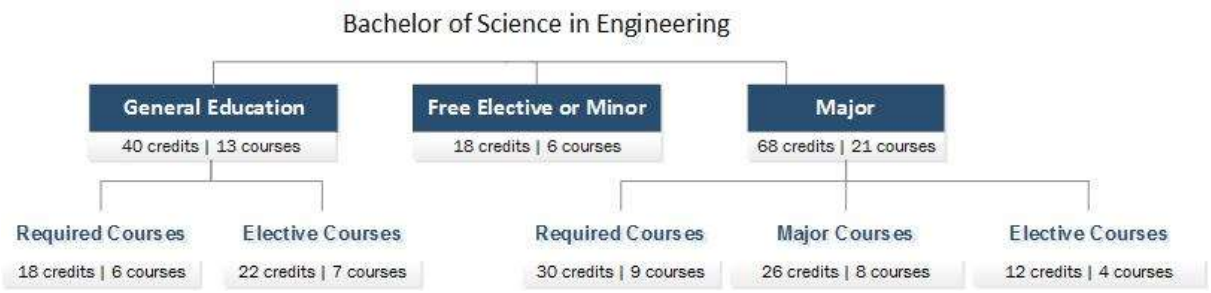
- Enable students be employed by industry or government in fields such as, design, research and development, experimentation and testing, manufacturing, and technical sales.
- Provide graduates an increasing level of responsibility and leadership within their respective organizations.
- Help students communicate effectively and work collaboratively in multidisciplinary and multicultural work environments.
- Enable students to recognize and understand global, environmental, social, and ethical contexts of their work, as well as the value of civic engagement.
- Help students to progress to advanced degree and certificate programs and be committed to lifelong learning to enhance their careers, and provide flexibility in responding to changing social and technical environments.

Learning Outcomes:

Upon completing the Bachelor of Science in Engineering Program, students should:

- have a broad foundation in engineering, and understanding of the engineering disciplines
- have the ability of continuing their studies towards the achievement of a master degree in engineering or another discipline
- have the ability to propose and implement appropriate solutions to specific engineering problems
- demonstrate proficiency in the operation, monitoring, and maintenance of engineering systems
- be familiar with contemporary engineering standards
- be aware of modern technologies in the area of engineering

Structure of the BSE program



BSE Curriculum

The Engineering curriculum comprises 9 (including capstone) required engineering courses, 4 elective engineering courses and 8 major courses. To ensure that the graduates of Hellenic American University are prepared for careers immediately upon graduation, the University has developed one knowledge strand. The majos offered are in Electrical Engineering and Flight Operations Management. Students also have the option to graduate without a disciplinary major, in General Engineering.

Required Engineering Courses - 9 Courses / 29* Credits (58 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
CH100	General Chemistry with Lab	4	None
GEN100	Introduction to Engineering with Design Lab	4	None
GEN101	Engineering Mechanics	3	PH100
IT150	Programming Concepts	3	None
MATH250	Calculus II	3	MATH150
MATH350	Differential Equations with Linear Algebra	3	MATH150
MATH450	Statistics for Engineers and Scientists	3	MATH150, MATH250
PH200	General Physics II	3	MATH150, PH100
GEN499	Capstone Project	3	All Required Engineering Courses

Elective Engineering Courses - Select 4 Courses / 12 Credits (24 ECTS)
Students should select four courses from the following lists:

Electrical Engineering (2 courses)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL200	Electronic Design I with Lab	4	EL100
EL220	Electronic Design II with Lab	3	EL200
EL270	Electric Energy Systems II with Lab	3	EL250
EL310	Introduction to Unmanned Aircraft Systems	3	MATH150, PH100
EL450	Signals and Systems II with Lab	3	EL400

Math and IT (1 course)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT160	Network Fundamentals I	3	None
IT200	Object-Oriented Programming	3	IT150
IT220	Data Structures and Algorithms	3	IT150
IT260	Database Management Systems	3	IT150
IT320	Web Technology	3	IT150
MATH300	Discrete Mathematics	3	MATH150, IT150
MATH400	Numerical Algorithms	3	MATH150, IT150, MATH300
MATH500	Multidimensional Calculus	3	MATH400

Other Engineering (1 course)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
CH101	Thermodynamics	3	CH100
CH200	Physical Chemistry	3	CH100
CIV100	Civil Engineering System	3	GEN100
CIV101	Building Construction	3	GEN100, CIV100
CIV102	Surveying and Mapping	3	MATH150
GEN102	Engineering Measurements with Lab	3	MATH150
GEN103	Engineering Material and Devices with Lab	3	None
GEN300	Global Engineering Leadership	3	None
ME100	Introduction to Engineering Design and Solid Modeling	3	MATH150
ME200	Introduction to Material Science	3	CH100
PH300	Thermodynamics	3	PH100, PH200

Majors in the BSE Program

Electrical Engineering

Objectives

The Electrical Engineering major prepares students to achieve the following educational objectives:

- Familiarize them with the technical concepts and practices in the Electrical Engineering field.
- Provide them with a strong technical education and communication skills that will enable them to have successful careers in a wide range of industrial and professional environments in the field of Electrical Engineering.
- Prepare them for rapidly changing technological environments with the core knowledge central to multidisciplinary development and personal improvement throughout their professional careers.
- Successfully practice or apply the principles of Electrical Engineering in traditional and emerging fields in engineering.
- Achieve professional success with an understanding and appreciation of ethical behavior, social responsibility, and diversity, both as individuals and in team environments.

Learning Outcomes

Upon completion of the major students should be able to:

- use and apply current and emerging technical concepts and practices in Electrical Engineering practice
- demonstrate an ability to apply knowledge of mathematics, physics, and engineering on a professional level
- excel in Electrical Engineering practice, research, and management in industries
- demonstrate an ability to design and implement systems in the field of Electrical Engineering
- demonstrate independent, critical thinking and problem-solving competencies by being able to analyze, identify and define the requirements that must be satisfied to address problems or opportunities faced by organizations or individuals
- think critically and creatively, especially about the use of technology to address local and global problems, as well as behave ethically, and consider the social implications of their work

Electrical Engineering Major Courses - 8 Courses / 26 Credits (52 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL100	Introduction to Electrical circuits with Lab	4	None
EL150	Electromagnetic Fields and Waves	3	PH100
EL170	Introduction to Digital Systems with Lab	3	MATH150
EL250	Electric Energy Systems	3	EL100, MATH150, PH200
EL300	Automatic Control Systems	3	MATH150
EL400	Signals and Systems I with Lab	3	EL100, MATH150
IT280	Systems Analysis and Design	3	IT150, IT200
IT370	Operating Systems	3	IT150, IT240

Flight Operations Management

Learning Outcomes

Upon completion of the Flight Operations Management Major, students should be able to:

- Possess the necessary knowledge, skills, and attitude to competently and ethically function as a professional pilot in the aviation industry in a safe and efficient manner;
- Describe the aviation industry structure, including the role of air carriers, airports, air navigation service providers, manufacturers, general aviation and regulators;
- Understand the functions of aviation organizations and businesses both at national and international levels;
- Identify aircraft systems, instruments, and components of a conventional airplane and understand the scientific principles of flight;
- Appreciate the cornerstone role of safety in all aviation operations and the important role of human factors in aviation safety;
- Understand the role of aviation law and regulations at both national and international levels and identify all key organizations at both levels;
- Appreciate current issues in aviation and their role in the efficiency and safety of the aviation system.

Flight Operations Management Major Structure (14 courses / 42 credits – 84 ECTS)

This major is for those who pursue during their collegiate studies (or have completed) approved curricula by national regulatory authorities (such as the Federal Aviation Administration) leading to the certification of Commercial Pilot. Upon evidence of the successful completion of such curricula from approved providers and submission of the Commercial Pilot's Licence, students will receive the equivalent of 24 credits (48 ECTS) toward the completion of their BSE degree with a major in Flight Operations Management. Students enrolled in this degree option must also take the following courses in lieu of free electives to successfully complete their degrees:

Requirements - 4 courses / 12 credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AVIA210	Global Aviation Management and Law	3	AVIA100
AVIA310	Aviation Safety, Security & Human Factors	3	AVIA210, AVIA220
AVIA320	Air Transport Operations	3	AVIA210, AVIA220
AVIA410	Aviation Design Seminar	3	Completion of all major requirements or permission by program director

Electives - Select 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AVIA230	Principles of Aerodynamics	3	PH100
BUS310	Organizational Behavior	3	GE105, GE106, GE115, BUS305
BUS396	Knowledge Management (KM)	3	GE105, GE106, BUS305
EL310	Introduction to Unmanned Aircraft Systems	3	MATH150, PH100
IT360	Human Computer Interaction	3	IT100, IT150, IT320
PM400	Project Risk Management	3	GE105, GE106, GE115, BUS395

Graduates of the Hellenic American University Aviation & Flight Academy can substitute the Academy courses for the either required or elective courses in the above tables.

Minors in the BSE Program

Minor in Electrical Engineering

Undergraduate students of the Hellenic American University will have the option to pursue a minor in Electrical Engineering. The target is to equip students with a solid theoretical background as well as hands-on experience on the core Electrical Engineering concepts. Any undergraduate student with an interest in Engineering can pursue the proposed minor.

Learning Outcomes

Upon completion of the major students should be able to:

- use and apply current and emerging technical concepts and practices in Electrical Engineering practice
- demonstrate an ability to apply knowledge of mathematics, physics, and engineering on a professional level
- excel in Electrical Engineering practice, research, and management in industries
- demonstrate an ability to design and implement systems in the field of Electrical Engineering
- demonstrate independent, critical thinking and problem-solving competencies by being able to analyze, identify and define the requirements that must be satisfied to address problems or opportunities faced by organizations or individuals
- think critically and creatively, especially about the use of technology to address local and global problems, as well as behave ethically, and consider the social implications of their work

Electrical Engineering Minor Structure (6 courses / 20 credits – 40 ECTS)

Minimum requirement for a minor in Game Development is 6 courses (20 credits) that include the required 4 courses (14 credits), and the election of 2 courses (6 credits).

Requirements - 4 courses / 14 credits (28 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL100	Introduction to Electrical circuits with Lab	4	None
EL200	Electronic Design I with Lab	4	EL100
EL250	Electric Energy Systems I	3	EL100, MATH150, PH200
MATH250	Calculus II	3	MATH150

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT150	Programming Concepts	3	None
EL150	Electromagnetic Fields and Waves	3	PH100
EL300	Automatic Control Systems	3	MATH150
EL400	Signals and Systems I with Lab	3	EL100, MATH150

Minor in Unmanned Aircraft Systems

The UAS Minor in the BSE and BSBA programs combines general academic preparation with the development of technical skills and the specialized knowledge of the unique aspects of Unmanned Aircraft Systems. The UAS Minor prepares students for careers in a variety of fields but includes specialized courses and experiences that enhance the student's opportunities for entry into the UAS field for UAS operators in roles of responsibility. This is accomplished by strongly emphasizing the importance of two main complementary subfields in this area, namely: (i) the air transport operations including safety security and law and (ii) the engineering and wireless communications area. The combined knowledge gained from these two academic fields help the graduate to acquire the basic skills and knowledge in order to function effectively in a UAS operational environment as a technical expert or manager of a UAS operations. To successfully compete the requirements for the minor students must take one core course and choose five more courses from a list of designated electives.

Unmanned Aircraft Systems Learning Outcomes

Upon completion of the UAS Minor students should be able to:

- Understand the basic concepts and technologies related to Unmanned Aircraft Systems;
- Explain the background and the related technologies of networks and wireless communications, necessary for the operation of UAS;
- Gain a broad understanding of aerodynamics;
- Appreciate the cornerstone role of safety in all aviation operations and the important role of human factors in aviation safety;
- Understand the role of aviation law and regulations at both national and international levels and identify all key organizations at both levels.

Unmanned Aircraft Systems Minor Structure (6 Courses/ 18 Credits – 36 ECTS)

There is a minimum requirement of 6 mandatory courses for a minor in Unmanned Aircraft Systems (18 credits).

Requirements - 1 course / 3 credits (6 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL310	Introduction to Unmanned Aircraft Systems	3	None

Electives - Select 5 courses / 15 credits (30 ECTS)

Choose five (5) courses from the following list, at least two from each category:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
Category 1: Aviation			
AVIA210	Global Aviation Management and Law	3	AVIA100 or permission by program director
AVIA230	Principles of Aerodynamics	3	PH100
AVIA310	Aviation Safety, Security & Human Factors	3	AVIA210, AVIA 220 or permission by program director
Category 2: Engineering			
EL150	Electromagnetic Fields and Waves	3	None
EL311	Wireless Communication Networks for UAS	3	EL150
GEN101	Engineering Mechanics	3	PH100

A total of 121 credits are required for the BSI degree. Full-time students may complete the program in 8 semesters, while part-time students will need between 6 to 8 years to complete their degree, depending on the number of courses taken each semester.

The BSI provides graduates with the necessary credentials to build a career in the fields of information technology, programming/software engineering, database administration, IT project management, network administration, IT security and artificial intelligence. In addition to the technology courses, students work with their mentors to select General Education courses; they may also elect to add a minor area of study. Students are thus provided with a well-rounded education in which they not only acquire professional skills, but also develop character, intellectual breadth, social skills and self-confidence. Finally, several courses allow students to pursue professional vendor-specific certifications as IT professional, software [or applications] developer, network specialist and project manager.

The program is designed for full-time students and working professionals who wish to pursue a career in Information Technology.

Should Students not want to pursue a specific major in the program they have the option to choose any 7 courses form one of the majors listed, in addition to the 14 core courses and complete a degree in Informatics.

BSI Objectives & Learning Outcomes

Objectives:

- Familiarize students with the technical concepts and practices in the areas of Computer Science & Information Technology.
- Provide graduates with the competencies and knowledge to take on appropriate professional roles in Information Technology.
- Enable students to anticipate the changing direction of information technology and evaluate and communicate the likely utility of new technologies to an individual or organization.
- Create well-rounded individuals who are productive and responsible members of society.
- Allow students to acquire the skills and maturity to grow into pursuing research or graduate studies in the field.

Learning Outcomes:

Upon completing the Bachelor of Science in Informatics, students should:

- demonstrate the ability to understand and contribute to the scientific, mathematical, and theoretical foundations on which computer science and information technologies are built
- explain and apply appropriate information technologies and employ appropriate methodologies to help an individual or organization achieve its goals and objectives
- use and apply current and emerging technical concepts and practices in information technologies
- demonstrate independent, critical thinking and problem-solving competencies by being able to analyze, identify and define the requirements that must be satisfied to address problems or opportunities faced by organizations or individuals
- anticipate the importance of research by being aware of basic research artifacts such as structure of a research paper, brainstorming

Structure of the BSI Program

BSI Curriculum

Apart from the General Education and Free Elective requirements, the BSI Major courses consist of the following:

Major Requirements - 14 Courses / 42 Credits (84 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT150	Programming Concepts	3	None
IT160	Networking Fundamentals I	3	None
IT200	Object-Oriented Programming	3	IT150
IT220	Data Structures & Algorithms	3	IT150
IT240	Computer Architecture	3	IT150
IT260	Database Management Systems	3	IT150
IT270	Social and Professional Issues	3	None
IT280	Systems Analysis and Design	3	IT150, IT200
IT320	Web Technology	3	IT150
IT350	Project Management	3	GE105, GE106, GE115
IT370	Operating Systems	3	None
PH200	General Physics II	3	MATH150
MATH300	Discrete Mathematics	3	MATH150
Capstone			
Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT499	Capstone Project	3	Completion of all other required IT courses

Major in Application & Game Development

Undergraduate Informatics students of Hellenic American University will have the option to pursue a major in Application and Game Developing. The target is to equip students with a solid theoretical background as well as hands-on experience on the core concepts of Application and Game Development. The major comprises all basic parts of the application and game developing process, including design and plot, graphics and programming. Hands – on experience will be based on the Unity game development platform.

Learning Outcomes

Upon completion of the major students should be able to:

- demonstrate an ability combine all necessary parts and develop a full application based on the required programming knowledge
- design plots for games of different categories
- apply basic knowledge in graphics on game development
- familiarize themselves with the exploitation of game development platforms

Application & Game Development Major Structure (7 courses / 21 credits – 42 ECTS)

There is a 7-course minimum requirement for a major in Application & Game Development (21 credits) that include the required 5 courses (15 credits), and the election of 2 courses (6 credits).

Requirements – 5 courses / 15 credits (30 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT205	Advanced Programming	3	IT150, IT200
IT380	Computer Graphics	3	IT150, MATH150, MATH300
IT385	Game Design Principles & Development Platforms	3	IT150
IT410	Distributed Application Development	3	IT200, IT320, IT240, IT370
IT475	Web Application Development	3	IT150, IT200, IT320

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT300	Networks and Telecommunications	3	IT150, IT160
IT330	Compilers	3	IT150, IT220
IT450	Software Engineering	3	IT150, IT200, IT280

Major in Computer Engineering

Undergraduate Informatics students of Hellenic American University will have the option to pursue a major in Computer Engineering. The target is to equip students with a solid theoretical background as well as hands-on experience on the core concepts of Computer Engineering and to prepare them for a successful career in any industry. The major focuses to required knowledge of the computer hardware, emerging computer architectures, automatic systems digital systems and system integration.

Learning Outcomes

Upon completion of the major students should be able to:

- identify and solve complex engineering problems
- apply basic knowledge in computer engineering
- apply engineering design producing efficient solution in a variety of industries
- familiarize themselves with the Nanoscience and Nano Technology

Computer Science Major Structure (7 courses / 21 credits – 42 ECTS)

There is a 7-course minimum requirement for a major in Computer Engineering (21 credits) that include the required 6 courses (18 credits), and the election of 1 course (3 credits).

Requirements – 6 courses / 18 credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL150	Electromagnetic Fields and Waves	3	MATH150
EL300	Automatic Control Systems	3	MATH150
IT235	Installing and Configuring Servers	3	IT150, IT370
IT245	Administrating Servers	3	IT150, IT235, IT370
IT470	Emerging Computer Architectures	3	IT150, IT240, IT370
PH270	Introduction to Nanoscience and Nano Technology	3	MATH150

Electives - 1 course / 3 credits (6 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL170	Introduction to Digital Systems with Lab	3	MATH150
IT255	Configuring Advanced Server Settings	3	IT150, IT370, IT235, IT245
IT330	Compilers	3	IT150, IT220

Major in Computer Networks and Security

Undergraduate Informatics students of Hellenic American University will have the option to pursue a major Computer Networks and Security. The target is to equip students with a solid theoretical background as well as hands-on experience on the core concepts of Computer Networks and Security which in our days is a core and very important issue to any organization. The major focuses to required knowledge of the Computer Networks and Security, including routing, unified communication, secure networks. Graduates of the program who have selected this group of courses are ready to take exams for the CCNA Certifications (Wireless, Voice, Security).

Learning Outcomes

Upon completion of the major students should be able to:

- analyze needs and to design complex networks for any use.
- familiarize themselves with network security.
- be familiarized with the concepts of confidentiality, availability and integrity (CIA) in context of Information Assurance.
- analyze and identify network traffic

Computer Networks and Security Major Structure (7 courses / 21 credits – 42 ECTS)

There is a 7-course minimum requirement for a major in Computer Networks and Security (21 credits) that include the required 6 courses (8 credits), and the election of 1 course (3 credits).

Requirements – 6 courses / 18 credits (36 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT175	Advance Routing and Switching	3	IT150, IT160,
IT265	Routing and Switching Principles	3	IT150, IT160, IT265
IT275	WAN & Troubleshooting LANs	3	IT150, IT160, IT265
IT290	Unified Communications	3	IT150, IT160, IT265
IT295	Implement Secure Networks	3	IT150, IT160, IT265
IT430	Wireless LAN	3	IT150, IT160, IT265

Electives - 1 course / 3 credits (6 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
EL150	Electromagnetic Fields and Waves	3	IT150, IT160
IT285	Network Management and Diagnostic Tools	3	IT150, IT160, IT265
IT420	Information Security & Assurance	3	IT150, IT160, IT200, IT320

Major in Computer Science

Undergraduate Informatics students of Hellenic American University will have the option to pursue a major in Computer Science. The target is to equip students with a solid theoretical background and to prepare them for roles as computer scientist in business, industry and/or for graduate studies. The major comprises all the basics of computer science, including software engineering, Artificial intelligence, Big Data and triggers students for continued professional and scientific development.

Learning Outcomes

Upon completion of the major students should be able to:

- apply basic knowledge in software engineering
- apply algorithmic and scientific solutions to complex computational problems
- familiarize themselves with artificial intelligence and machine learning
- design and implement solution using emerging technologies

Computer Science Major Structure (7 courses / 21 credits – 42 ECTS)

There is a 7-course minimum requirement for a major in Computer Science (21 credits) that include the required 5 courses (15 credits), and the election of 2 courses (6 credits).

Requirements – 5 courses / 9 credits (18 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT400	Emerging Technologies and Themes	3	IT150, IT200, IT280
IT440	Artificial Intelligence	3	IT150, IT200, MATH200
IT450	Software Engineering	3	IT150, IT200, IT280
MATH200	Probability and Statistics	3	MATH150
MATH250	Calculus II	3	MATH150

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT300	Networks and Telecommunications	3	IT150, IT160
IT420	Information Security & Assurance	3	IT150, IT160, IT200, IT320
MATH350	Differential equation and linear Algebra	3	MATH150
MATH400	Numerical Algorithms	3	IT150, MATH150

Major in Information Systems

Undergraduate Informatics students of Hellenic American University will have the option to pursue a major in Information Systems. The target is to equip students with a solid theoretical background on the core concepts of Information Systems and how can be used to meet specific business needs. The major deepens to Information systems and focuses on several topics, including software engineering, distributed systems, Management Information Systems and triggers students for continued professional and scientific development.

Learning Outcomes

Upon completion of the major students should be able to:

- apply basic knowledge in software engineering
- excel project management
- familiarize themselves with Information security and Assurance
- analyze the needs of the business and to identify the tools needed to meet them.

Information Systems Major Structure (7 courses / 21 credits – 42 ECTS)

There is a 7-course minimum requirement for a major in Information Systems (15 credits) that include the required 5 courses (15 credits), and the election of 2 courses (6 credits).

Requirements – 5 courses / 15 credits (30 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT300	Networks and Telecommunications	3	IT150, IT160
IT340	Management Information Systems	3	GE105, GE106, IT100
IT410	Distributed Application Development	3	IT150, IT200, IT320, IT240, IT370
IT450	Software Engineering	3	IT150, IT200, IT280
PM397	Project Management Information Systems	3	GE105, GE106, GE115, BUS395, IT350

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS305	Principles of Management	3	GE105; Co-requisites: GE106
IT420	Information Security & Assurance	3	IT150, IT160, IT200, IT320
IT475	Web Application Development	3	IT150, IT200, IT320
PM400	Project Risk Management	3	GE105, GE106, GE115, BUS395

Minors in the BSI Program

Minor in Networking

The minor is designed to satisfy the need for professionals with appropriate technical skills required to install, configure, operate and maintain a network. Students obtain high quality educational support for further success and development in their business career, and the opportunity to pursue professional vendor-specific certifications by Microsoft (MCDST) and CISCO (CCNA, CCNA Wireless, CCNA Security and CCNA Voice). The minor addresses candidates who wish to follow a career in Network Administration. The target group is mainly BSI students.

Learning Outcomes

Upon graduation students should be able to:

- design, implement, operate and maintain any type of computer network
- extend fundamental network design principles to include expanding networks and modern network services
- use and implement networking protocols and perform backup and recovery procedures and validation
- monitor and manage a network as well as use trouble-shooting strategies and techniques in correcting a variety of network problems
- critically analyze a topic, manage the related tasks, solve problems, make decisions, communicate and cooperate with other professionals in the context of a team or a project
- describe the security threats facing modern networks, mitigate Layer 2 attacks and implement firewall and IPS features
- perform site-to-site IPSec VPNs and administer effective security policies
- implement cutting edge technologies such as secure wireless LANs and Voice over IP networks and perform unified communication strategies

Networking Minor Structure (6 courses / 22 credits – 44 ECTS)

There is a 6 course minimum requirement for a minor in Networking (22 credits) that includes the required 4 courses (12 credits), and the election of 2 courses (6 credits).

Requirements - 4 courses / 12 credits (32 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT175	Routing Protocols & Concepts	3	IT150, IT160
IT265	LAN Switching	3	IT150, IT160, IT175
IT275	Accessing the WAN	3	IT150, IT160, IT175, IT265
IT290	Unified Communications	3	IT150, IT160, IT175, IT265, IT275

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT285	Network Management and Diagnostic Tools	3	IT150, IT160, IT265
IT295	Implement Secure Networks	3	IT150, IT160, IT265
IT420	Information Security & Assurance	3	IT150, IT160, IT200, IT320
IT430	Wireless LAN Fundamentals	3	IT150, IT160, IT265

Minor in Informatics

Undergraduate students of the Hellenic American University will have the option to pursue a minor in Information Technology (IT). The target is to equip students with a solid theoretical background as well as hands-on experience with core Computer Science concepts. The theoretical part involves knowledge in the most popular programming languages, databases and systems analysis & design. The main target group is BSBA students, as the hands-on experience requires students to solve business problems. However, any undergraduate student with an interest in IT can pursue the proposed minor.

Learning Outcomes

Upon graduation students should be able to:

- use and apply current technical concepts and practices in the core information technologies
- design effective and usable IT components and solutions and integrate them into the user environment
- explain and apply appropriate information technologies and employ appropriate methodologies to help an individual or organization achieve its goals and objectives
- analyze, identify and define the requirements that must be satisfied to address problems faced by organizations or individuals

Information Technology Minor Structure (6 courses / 18 credits – 36 ECTS)

The minimum requirement for a minor in Networking is 6 courses (18 credits) that include the required 4 courses (12 credits), and the election of 2 courses (6 credits).

Requirements - 4 courses / 12 credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT150	Programming Concepts	3	None
IT200	Object-Oriented Programming	3	IT150
IT260	Database Management Systems	3	IT150
IT350	Project Management	3	GE105, GE106, GE115

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT160	Networking Fundamentals I	3	None
IT220	Data Structures & Algorithms	3	IT150
IT280	Systems Analysis & Design	3	IT150, IT200
IT370	Operating Systems	3	IT150, IT240

The program in psychology at Hellenic American University examines influences on human behavior ranging from socio-cultural to neurological factors in order to gain a comprehensive understanding of the processes underlying human behavior.

The curriculum places emphasis on acquisition of the scientific knowledge base of the discipline as well as development of practical skills and competencies needed by future psychology professionals preparing graduates for admission into graduate programs as well as for entry - level positions in the human services and mental health fields. The curriculum is also flexible enough to accommodate students with different interests and career objectives such as an interest in Counseling.

BSPSY Objectives & Learning Outcomes

Objectives:

- Foster the training of students in psychology by engaging them in learning about human behavior, cognition and emotion through theory, experimental application and practice.
- Advance the full range of psychological research and theory and their integration with other relevant sciences by emphasizing interdisciplinary connections through innovative general education and elective courses.
- Foster the broad application of the discipline to human problems in responsible and innovative ways.
- Offer liberal arts courses intended to develop critical thinking and communication skills essential for future participation in the global workforce.

Learning Outcomes:

Upon completion of the program students should be able to:

- synthesize the natural science and social science aspects of psychology and demonstrate familiarity with the major concepts and empirical findings
- demonstrate understanding of behavior and mental processes and develop insight into their own and others' behavior
- apply psychological theories and research findings as these relate to everyday life, and identify and develop skills and experiences relevant to achieving selected career goals
- understand, apply and evaluate basic research methods in psychology, including research design, data analysis, and interpretation
- recognize the necessity for ethical behavior in all aspects of the science and practice of psychology
- demonstrate an attitude of critical thinking that includes persistence, open-mindedness, tolerance for ambiguity and intellectual engagement
- demonstrate effective writing, oral and presentation skills in various formats (e.g., essays, note taking) and for various purposes (e.g., informing, defending, persuading) interact effectively and sensitively with people from diverse backgrounds and cultural perspective

Degree Requirements:

Successful completion of the program requires a total of 120 credits: 40 credit hours (13 courses) in general education, 18 credit hours (6 courses) in free electives (or a minor), and 62 credit hours (20 courses) in psychology and the capstone project, for a total of 120 credit hours. Full-time students may complete the program in 8 semesters, while part-time students will need between 6 to 8 years to complete their degree, depending on the number of courses taken each semester.

Structure of the BSPSY Program

Psychology Curriculum

Apart from the General Education and Free Elective requirements, the BSPsy degree program consists of 62 credits distributed as follows:

Major Psychology Courses

The core courses of the program consist of 16 major required psychology courses including an internship (4 credit hours) and a capstone project (3 credit hours), as well as 4 major electives (total of 20 courses). Although the capstone project is mandatory, the internship course may be substituted by any of the major elective courses offered and an independent study course. The program thus allows students flexibility in choosing courses to meet their interests in psychology and other areas, and to exploit potential market needs.

Major Requirements - 16 Courses / 50 Credits (100 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BIOL200	Human Biology	4	GE105, GE106, BIOL150
PSY150	Introduction to Psychology	3	GE105; Co-requisites: GE106
PSY200	Introduction to Research Methods	3	GE105, GE106, PSY150
PSY220	Developmental Psychology I	3	GE105, GE106, PSY150; Co-requisites: PSY200
PSY230	Developmental Psychology II	3	GE105, GE106, PSY150, PSY200, PSY220
PSY240	Social Psychology	3	GE105, GE106, PSY150
PSY300	Physiological Psychology	3	GE105, GE106, BIOL150, BIOL200, PSY150, PSY200
PSY320	Learning and Behavior	3	GE105, GE106, PSY150, PSY200
PSY330	Abnormal Psychology	3	GE105, GE106, PSY150, PSY200
PSY370	Cognitive Psychology	3	GE105, GE106, PSY150, PSY200
PSY380	Theories of Personality	3	GE105, GE106, PSY150, PSY200
PSY390	Health Psychology	3	GE105, GE106, PSY150, PSY200
PSY400	Experimental Psychology	3	GE105, GE106, PSY150, PSY200, PSY260
PSY410	History and Systems of Psychology	3	GE105, GE106, PSY150, PSY200
PSY490	Internship Placement	4	All required courses
PSY499	Capstone Project	3	All required courses

Major Electives - Select 4 courses / 12 credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
PSY210	Educational Psychology*	3	GE105, GE106
PSY250	Introduction to Child-Centered Play Therapy	3	GE105, PSY101 OR PSY150, PSY220
PSY270	Forensic Psychology	3	GE105, GE106, PSY150, PSY240
PSY280	Social Psychology Seminar	3	GE105, GE106, PSY150, PSY200; Co-requisites: PSY240
PSY345	Fundamentals in Music Therapy	3	GE105, PSY101 or PSY150; Co-requisite: GE142 or MU221
PSY360	Testing and Assessment	3	GE105, GE106, PSY150, PSY200
PSY420	Interviewing and Counseling	3	GE105, GE106, PSY150, PSY200, PSY330
PSY430	Theory and Principles of Psychotherapy	3	GE105, GE106, PSY150, PSY200, PSY330
PSY440	Clinical Psychology	3	GE105, GE106, PSY150, PSY200, PSY330
PSY450	Child Psychopathology	3	GE105, GE106, PSY150, PSY200, PSY220, PSY330
PSY460	Clinical Neuropsychology	3	GE105, GE106, PSY150, PSY200, PSY300, PSY330
PSY470	Behavior Modification	3	GE105, GE106, PSY150, PSY200, PSY320
PSY480	Psychology of Addictions	3	GE105, GE106, PSY150, PSY200, PSY330

** Students may choose to take PSY210 Educational Psychology to either fulfil the general education requirement under the category of Social Science or to fulfil a major elective course.*

Internship Placement/ Course (4 credits – 8 ECTS)

The purpose of the Psychology Internship is to offer applied experiences within the human and mental health services, research, and related fields, in order to enhance the learning experience of undergraduate students in psychology. Internships allow students to explore career options, develop professional and ethical relationships with individuals in their field, increase professional skills, enhance their resume for future employment and/or admission to graduate programs, and gain confidence in themselves as emerging professionals.

Internships provide a strong link between formal coursework, theories, and research, and students' applied experiences in the field of psychology. Coursework provides a necessary foundation for internships, and students must complete the required psychology major courses to be eligible for these more complex internship placements. In addition, faculty nominate students for the internship assuming they have demonstrated professionalism, self-awareness, sensitivity towards others, and maturity throughout their studies. Thus, the internship course may be substituted by any of the major elective courses offered (3 credits) and an independent study course (1 credit).

Capstone Course/ Project (Required- 3 credits – 6 ECTS)

In their senior year and after consultation with their mentor, all BSPsy students are required to complete a capstone project. The capstone project gives students the opportunity to critically review relevant psychological theories and apply, in the context of an empirical research project, quantitative and qualitative research methods they have learned during their studies. Each individual student project must be original, incorporate robust and ethical research design and implementation, and receive approval of the Ethics Review Committee (i.e., Institutional Review Board- IRB) as required by APA (2002). Students will be required to demonstrate the competencies they have acquired in their chosen major and will continue to develop critical skills and potentially valuable contacts that will enhance their future careers.

Minor in Psychology

Undergraduate students of Hellenic American University will have the option to pursue a minor in Psychology. The goal is to familiarize students with the major concepts and theories of psychology as well as cover individualized interests in psychology.

Any undergraduate student with an interest in psychology can pursue the proposed minor. Interdisciplinary connections may be especially appealing to BSBA students majoring in marketing and BAELL students interested in teaching.

Psychology Minor Learning Outcomes

- Explore the natural science and social science aspects of psychology and demonstrate familiarity with the major concepts and empirical findings.
- Familiarize the student with the human behavioral and mental processes.
- Recognize the necessity for ethical behavior in all aspects of the science and practice of psychology.

Psychology Minor (6 Courses/ 18 Credits – 36 ECTS)

Minimum requirements for a minor in Psychology are 18 hours of course work (6 courses), including (a) the 2 prerequisite courses, (b) 2 courses from the list of the required courses for the major in psychology, and (c) 2 elective courses.

Requirements - 4 courses / 12 credits (24 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
PSY150	Introduction to Psychology	3	GE105; Co-requisites: GE106
PSY200	Introduction to Research Methods*	3	GE105, GE106, PSY150
And two of the following:			
PSY220	Developmental Psychology I	3	GE105, GE106, PSY150; Co-requisites: PSY200
PSY230	Developmental Psychology II	3	GE105, GE106, PSY150, PSY200, PSY220
PSY240	Social Psychology	3	GE105, GE106, PSY150
PSY300	Physiological Psychology	3	GE105, GE106, BIOL150, BIOL200, PSY150, PSY200
PSY320	Learning and Behavior	3	GE105, GE106, PSY150, PSY200
PSY330	Abnormal Psychology	3	GE105, GE106, PSY150, PSY200
PSY370	Cognitive Psychology	3	GE105, GE106, PSY150, PSY200
PSY380	Theories of Personality	3	GE105, GE106, PSY150, PSY200
PSY390	Health Psychology	3	GE105, GE106, PSY150, PSY200
PSY400	Experimental Psychology	3	GE105, GE106, PSY150, PSY200, PSY260
PSY410	History and Systems of Psychology	3	GE105, GE106, PSY150, PSY200

*Note that for BAELL majors, PSY200 is a required course. Thus, this course counts towards the BAELL degree and not towards the minor in psychology. Students may take any other psychology major required or elective course to take the place of this course in completing the minor in psychology.

Electives - 2 courses / 6 credits (12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
PSY210	Educational Psychology*	3	GE105, GE106
PSY250	Introduction to Child-Centered Play Therapy	3	GE105, PSY101 OR PSY150, PSY220
PSY270	Forensic Psychology	3	GE105, GE106, PSY150, PSY240
PSY280	Social Psychology Seminar	3	GE105, GE106, PSY150, PSY200; Co-requisites: PSY240
PSY345	Fundamentals in Music Therapy	3	GE105, PSY101 or PSY150; Co-requisite: GE142 or MU221
PSY420	Interviewing and Counseling	3	GE105, GE106, PSY150, PSY200, PSY330
PSY430	Theory and Principles of Psychotherapy	3	GE105, GE106, PSY150, PSY200, PSY330
PSY440	Clinical Psychology	3	GE105, GE106, PSY150, PSY200, PSY330
PSY450	Child Psychopathology	3	GE105, GE106, PSY150, PSY200, PSY220, PSY330
PSY470	Behavior Modification	3	GE105, GE106, PSY150, PSY200, PSY320

GRADUATE PROGRAMS

The graduate degree programs at Hellenic American University are designed to provide those students selected for admission with the highest quality US advanced education experience at the Master's and Doctoral levels. Our graduate concentrations at the Master's level endeavor to imbue our graduates with the specialized professional knowledge and competencies that will prepare them for the leadership opportunities, rigors, and complexities which they will confront in their chosen careers. At the Doctoral level, Hellenic American University dedicates its energies and resources to creating an environment of learning and practice, research, and service which endows students with the world-class preparation for leadership, scholarship, and expert proficiency prescribed for and demanded of those who earn the highest degree in their professional field.

Upon acceptance to one of our Master's or Doctoral programs, candidates enroll as either full- or part-time students. It is expected that full-time students can complete their graduate studies at the Master's level in about two years, depending on their concentration (some concentrations, such as those in translation and conference interpreting, can be completed in one year with full time-study). At the Doctoral level, it is anticipated that degree completion can be accomplished with three years of full-time study. Part-time students entering graduate study for the first time should expect their path to degree completion to be extended, depending on the number of courses to which they commit each term. Currently, the University operates on a semester system (i.e., two semesters, each of fifteen weeks' duration, commencing in late September/early October and February, and two summer terms of four weeks in duration). All graduate students are assigned a Faculty Advisor\Mentor; many courses are scheduled to accommodate working students. The language of instruction is exclusively English.

The required and elective curriculum specific to each graduate program is described in detail on the appropriate pages designated for the selected Master's or Doctoral-level offering. In general, however, the awarding of a Doctoral degree requires the successful completion of a 58-credit program of advanced study and research. At the Master's level, the range of required credit hours ranges from 36 to 53, depending upon the specialty chosen. HAUniv graduate programs are intended to assure that each of our graduates acquires the professional and academic skills that will provide them with a globally-focused and cross-culturally informed vision of professional competency and leadership in a career-oriented world.

Note: One (1) US course credit equals two (2) ECTS credits (European Credit Transfer System)

The graduate programs offered at Hellenic American University are:

- Master of Arts in Applied Linguistics (MAAL)
- Master of Arts in Conference Interpreting (MACI)
- Master of Arts in Translation (MAT)
- Master of Business Administration (MBA)
- Master of Science in Informatics (MSI)
- Master of Science in Psychology (MSPsy)
- Master of Science in Sales Management (MSSM)
- Doctor of Philosophy (PhD) in Language and Communication

Institutional Level Goals

The University's goals build upon the institution-defining vision and work of HAUniv's Founders and pioneering faculty and staff. These goals influence in a comprehensive fashion, all elements of the Hellenic American University community.

Hellenic American University aims to:

- Provide the best American university education for its students, thereby enhancing their ability to engage in careers that contribute to community and business development.
- Enable students to contribute to global understanding, and socioeconomic development by providing them with intercultural communication skills.
- Cultivate a stimulating learning environment in which career practices are informed by the highest standards of scholarly theory and principles of ethical behavior.
- Provide students with the attitudes, skills, and habits for lifelong learning and leadership roles in the global economy.

- Serve as a center of intellectual and practical excellence in the region, where teaching, scholarship, and practice are integrated.

The objectives of the University's graduate programs are to:

- Provide students with the advanced knowledge, skills, and conceptual frameworks that will support their careers in their chosen field.
- Guide students in acquiring the research-based competence and practical experiences essential to a career in Business, Information Technology, Translation, Interpretation, Applied Linguistics, or Psychology.
- Foster among our students the knowledge of the central functions, processes, and systems which provide the context for leadership and successful performance in their professional field.
- Assure our students' appreciation of the ethical, legal and cross-cultural realities which define their professions.
- Cultivate for our students a learning environment in which the core functions of the modern academy -- teaching, research and service-- are integrated and continually reinforced throughout the educational experience at the University.

Overview of the MAAL TESOL Degree

The MA in Applied Linguistics TESOL objectives are closely integrated with the overall mission of Hellenic American University to provide the highest quality American education which is interculturally-informed, interdisciplinary in nature and career relevant. The goal of the program is to provide students with the theoretical knowledge and practical skills that will serve their professional needs as well as the needs of their regional communities. The emphasis of the program on a broadened view of applied linguistics sees language as primarily a social phenomenon, inextricably intertwined with its cultural and situational context. An applied perspective on the study of language which is sociologically informed prioritizes interdisciplinary connections, cross cultural awareness and frameworks for analysis and evaluation of language events that are indispensable to globally focused language teaching and assessment practices.

The program which culminates with a 12,000-word thesis, or a teaching practicum and reflective journal can be completed in one year delivered fully online, accommodating different student needs from different locations and time zones. Graduates of the program can pursue advanced research at the doctoral level or develop careers as expert teachers of English, teacher trainers, and materials developers. The program is intended for both experienced and novice teachers.

MAAL TESOL Objectives & Learning Outcomes

Objectives

The objectives of the MAAL Program are to:

- provide a thorough understanding of the structural properties of language and the broader theoretical issues and real-world concerns related to the field of Applied Linguistics and Language Education.
- facilitate an understanding of language analysis from a socio-cultural perspective in and outside the classroom.
- provide a thorough understanding of the principles and practice of teaching English as a Second or Other Language, and awareness of factors which underpin best practices in language assessment.
- equip students with the critical, analytical, and research skills required to investigate issues relating to their area of interest in language, language teaching and language testing.

Learning Outcomes

Upon completion of the program, students should be able to:

- provide critical reviews and engage in critical discussions in the form of extended written assignments on the theoretical issues and real-world concerns related to the field of Applied Linguistics and in language teaching and language testing in particular
- demonstrate the ability to analyze language from a socio-cultural perspective in and outside the classroom
- analyze and apply best pedagogical practices in language teaching and develop teaching materials, course curricula and language proficiency assessment tools
- develop research projects in areas of interest related to language or in professional practices of language teaching and language testing, applying appropriate qualitative and quantitative research tools

The Structure of the MAAL TESOL Program

Core Curriculum (8 courses, 24 credits – 48 ECTS)

The core courses balance a strong research-based foundation in Applied Linguistics with TESOL courses in order to assist novice and experienced teachers in developing their skills in the teaching and assessment of English Language learners from different cultural backgrounds. The program is offered on a part- time basis and can be completed over a four-semester period within two years.

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AL01	Introduction to Applied Linguistics and Language Education	3	None
AL05	Discourse Analysis	3	AL01
AL06	Understanding Research in Applied Linguistics	3	All required and elective courses
AL10	Intercultural Communication	3	AL01
TE02	Second Language Acquisition	3	Co-requisites: AL01
TE03	Teaching Reading and Writing in English to Speakers of Other Languages (ESOL)	3	Co-requisites: AL01
TE04	Teaching Listening and Speaking in English to Speakers of Other Languages (ESOL)	3	Co-requisites: AL01
TE13	Classroom Assessment and Language Testing	3	Co-requisites: AL01

Elective Seminars (2 courses, 6 credits – 12 ECTS)

Elective Seminars provide opportunities for students to pursue their interests in TESOL or Applied Linguistics. The list of Elective Seminars may change every year, depending on staff availability.

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AL11	Critical Discourse Analysis	3	AL05
TE08TW	Practicum - Tutoring Writing	3	AL01
TE11	Teaching English to Learners of Special Needs	3	AL01
TE14	TESOL Management	3	AL01

Thesis (6 credits – 12 ECTS)

At the end of the taught part of the course, students will be required to write a 12,000-word dissertation on a topic that will be agreed upon with their supervisor. Advice and guidance is given in formulating and refining the research topic, conducting research, analyzing data, literature review, and documentation of sources. The dissertation offers students the opportunity to carry out independent research in an area of their interest and to apply the knowledge and the skills they have acquired to the investigation of a particular issue or problem.

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
AL07	Thesis	6	All required and elective courses

OR

Practicum (6 credits –12 ECTS)

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
TE07	Practicum	6	All required and elective courses

MAAL TESOL: Sequence of Courses

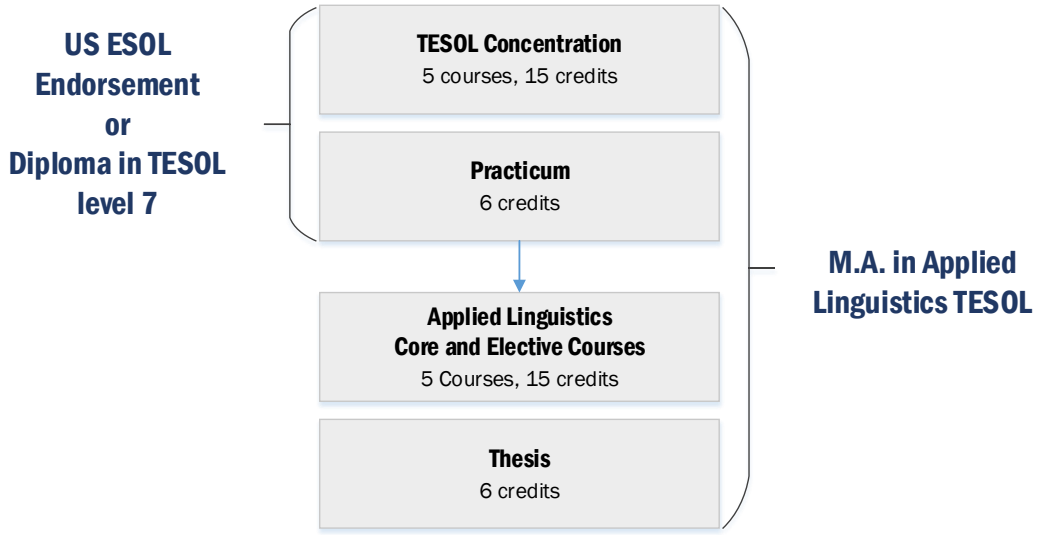
Semester	Area	Course
Fall	TESOL	Teaching Listening and Speaking in English to Speakers of Other Languages (ESOL)
	LINGUISTICS	Applied Linguistics and Language Education
	LINGUISTICS	Second Language Acquisition
Winter	LINGUISTICS	Intercultural Communication
	choose one of the following	
	TESOL	TESOL Management
	TESOL	Tutoring Writing
Spring	TESOL	Teaching Reading and Writing in English to Speakers of Other Languages (ESOL)
	TESOL	Classroom Assessment and Language Testing
	LINGUISTICS	Discourse Analysis
Summer	***choose one of the following***	
	LINGUISTICS	Understanding Research in Applied Linguistics - Thesis
	TESOL	Research Methodology - Practicum
	choose one of the following	
	TESOL	Teaching English to Learners with Special Needs
	LINGUISTICS	Critical Discourse Analysis

Professional Development Programs incorporated in the MAAL TESOL program

Hellenic American University's TESOL professional development programs include a supervised teaching practicum in a real classroom setting in Athens and in Nashua. They lead to one of the following qualifications:

- M.A. in Applied Linguistics TESOL
- Diploma in TESOL
- ESOL Endorsement (Nashua, campus only)

Students in all programs complete the same set of 5 TESOL-focused courses and the Practicum. These courses have been approved by the New Hampshire Department of Education as a Professional Educator Preparation Program for mainstream teachers in public schools to obtain ESOL endorsement. Novice teachers who follow the same series of courses earn a Diploma in TESOL awarded by Hellenic American University.
Students in the master's program then continue with 4 additional courses and complete a thesis to earn a Master of Arts degree in Applied Linguistics TESOL.



Special Admission Requirements for the MAAL TESOL Degree

Every application packet is reviewed individually. Therefore, it is important that we meet our potential students in person. If this is not feasible, we will contact each candidate and speak via Skype. The interview will be conducted by a faculty member from the Department and will revolve around a candidate's prior academic and professional experience.

Overview of the MACI Degree

The M.A. in Conference Interpreting at Hellenic American University addresses the need for trained conference interpreters stimulated by developments such as globalization, enlargement of the European Union and other cross-national institutions. The program consists of 12 courses and a thesis and equips students with the theoretical foundation and practical skills in their language pairs. Intensive training is provided in the use of resources and equipment that interpreters encounter in professional settings such as bilingual and multilingual conferences.

MACI Objectives & Learning Outcomes

Objectives

The objectives of the MACI program are to:

- provide students with a thorough understanding of the theoretical issues and concerns relating to the field of interpretation.
- provide the necessary tools for understanding the nature of interpreting.
- facilitate an interest in multilingualism and multiculturalism and the study of interpreting in context.
- equip students with the critical, analytic, and research skills required to investigate issues pertaining to their area of interest and prepare them for advanced (Doctoral level) study.

Learning Outcomes

Upon completion of the program, students should be able to:

- conduct on-site, consecutive, and simultaneous interpretation
- apply professional standards and practices while interpreting
- apply theoretical knowledge to the interpreting practice
- demonstrate bilingual and bicultural professional practice

The Structure of the MACI Program

Orientation

Orientation provides students with an opportunity to get acquainted with the University community. They meet faculty and fellow students, visit the facilities, receive useful information on their course of study and University services, and participate in team-building exercises that help them establish relationships with other students. Students also receive training on the use of technology and Library resources of the University.

Core Curriculum (11 courses, 33 credits – 66 ECTS)

The core courses provide a foundation in interpretation studies and introduce students to the theoretical and conceptual framework of the discipline, as well as to research tools. Through actual practice, students are equipped with the theoretical and practical skills required for handling consecutive and simultaneous interpretation situations in their respective language pairs. Intensive training is provided in the use of resources and equipment available to interpreters in all professional settings.

Elective Seminar (1 course, 3 credits – 6 ECTS)

The Elective Seminar will give students the opportunity to explore in more depth, current issues in the field of interpretation. The list of subjects may change every year, depending on staff availability and student demand.

Thesis (3 credits – 6 ECTS)

At the end of the taught part of the course, students will be required to write a 6,000-word Thesis on a topic that will be agreed with their supervisor. Advice and guidance is given in formulating and refining the research topic, conducting research, analyzing data, literature review, and documentation of sources. The thesis offers students the opportunity to carry out independent research in an area of their interest and to apply the knowledge and the skills they have acquired to the investigation of a particular issue or problem.

Program Requirements

MACI Courses, Credits & Prerequisites

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
CI01	Introduction to Interpretation Theory	3	None
CI02	Introduction to Interpretation Practice	3	None
CI03	Consecutive Interpretation I	3	None
CI04	Summarizing for Interpretation	3	None
CI05	Oral Speech	3	None
CI07	Consecutive Interpretation II	3	None
CI08	Simultaneous Interpretation I	3	None
CI09	Consecutive Interpretation III	3	None
CI10	Simultaneous Interpretation II	3	None
CI11	Simultaneous Interpretation III	3	None
CI16	Introduction to International Organizations	3	None
Elective Seminar			
CI17	Use of English in EU Interpretation	3	None
Dissertation: One course from the following			
CI13	Thesis	3	All core and elective courses
CI15	Internship	3	All core and elective courses
TOTAL		39	

The program can be completed in one year of full-time study. Classes are normally scheduled in the morning and in the evening to accommodate working students. However, alternative modes of delivery may be considered subject to student demand.

The MACI program is designed to allow students to master the course material by combining core theoretical and practical courses with an elective. Typically, each semester runs for 15 weeks. All courses provide the critical thinking and interpretation strategies and skills that students need to be successful in the program, as well as in their careers as professional interpreters. Nationally and internationally renowned faculty will be invited to share their knowledge and expertise in the areas of interpreting.

Core Courses – Two Semester Model (1 Academic Year)

Semester 1 / courses	Semester 2 / courses
CI01 Introduction to Interpretation Theory	CI07 Consecutive Interpretation II
CI02 Introduction to Interpretation Practice	CI08 Simultaneous Interpretation I
CI03 Consecutive Interpretation I	CI09 Consecutive Interpretation III
CI04 Summarizing for Interpretation	CI10 Simultaneous Interpretation II
CI05 Oral Speech	CI11 Simultaneous Interpretation III
CI16 Introduction to International Organizations	CI17 Use of English in EU Interpretation
CI13 THESIS or CI15 INTERNSHIP	

Core Curriculum sequencing

Students will typically be required to complete the MACI program in the order indicated in the table above. Alternative sequencing may be possible in exceptional circumstances, depending on student demand and staff availability.

Special Admission Requirements for the MACI Degree

Every application packet is reviewed individually. Therefore, it is important that we meet our potential students in person. If this is not feasible, we will contact each candidate and speak over the phone and/or videoconference. The interview will be conducted by a faculty member from the Department and will revolve around a candidate's prior academic and professional experience.

Overview of the MAT Degree

The M.A. in Translation at Hellenic American University has the reflective translator in mind and emphasizes the integration of academic and real-world preparation. It complies with the European Commission's guidelines for a Master's degree in translation and consists of 11 courses plus a Thesis which could also take the form of an intersnhip. Students are deeply immersed not only in how language and culture function, but also in how translations function in terms of best professional practice. Students in the MA in Translation become proficient in translating a broad variety of texts and master the tools and methodologies required to pursue a successful career in the translation industry or the Creative Industries. They are coached to master this demanding profession, using up-to-date industry practices and gaining analytical and technical skills, cultural literacy and linguistic competence, together with an understanding of the professional integrity that will be asked of them.

MAT Objectives & Learning Outcomes

Objectives

The objectives of the MAT Program are to:

- provide students with a thorough understanding of the theoretical issues and concerns relating to the field of translation.
- provide the necessary tools for understanding the nature of the translation process.
- facilitate an interest in multilingualism and multiculturalism and the study of translation in context through practical translation work.
- equip students with the critical, analytic, and research skills required to investigate issues relating to their area of interest and prepare them for advanced (Doctoral level) study.

Learning Outcomes

Upon completion of the program students should be:

- able to successfully translate texts of different genres, taking into consideration major theoretical issues involved in the process of translation
- able to successfully apply strategies for translating different types of texts, varying in register, style and domain
- able to translate texts which consider larger issues in multilingual and multicultural societies; and
- adequately prepared to engage in doctoral level studies

The Structure of the MAT Program

The Structure of the MAT Program, Creative Industries Specialization

Orientation

Orientation provides students with an opportunity to get acquainted with the University community. They meet faculty and fellow students, visit the facilities, receive useful information on their course of study and University services, and participate in team-building exercises that help them establish relationships with other students. Students also receive training in the use of technology and Library resources of the University.

Core Curriculum (10 courses, 33 credits – 66 ECTS)

The theoretical core courses provide a foundation in translation studies and introduce students to the theoretical and conceptual framework of the discipline as well as to research tools, while the practical courses immerse students in applied models of translation, translation strategies and principles, specialized translation, professional trends, and current issues in translation practice. Included in the core courses are two courses in information-technology which help students understand the crucial role of the application of translation tools in the translation process.

Elective Seminar (1 course, 3 credits - 6 ECTS)

The Elective Seminar will give students the opportunity to explore in more depth current issues in the field of translation. The list of subjects may change every year, depending on staff availability and student demand.

Thesis (3 credits – 6 ECTS)

At the end of the taught part of the course, students will be required to write a 12,000-word Thesis on a topic that will be agreed with their supervisor. Advice and guidance is given in formulating and refining the research topic, conducting research, analyzing data, literature review, and documentation of sources. The Thesis offers students the opportunity to carry out independent research in an area of their interest and to apply the knowledge and the skills they have acquired to the investigation of a particular issue or problem.

Program Requirements

MAT Courses, Credits & Prerequisites

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
TR01	Introduction to Translation Studies	3	None
TR02	Professional Trends in Translation: Project Management Concentration	3	None
TR03	Introduction to Terminology	3	None
TR04	Translation Principles & Practices / Practical I	3	None
TR05	Translation of EU Texts	3	None
TR07	Litarary Translation	3	None
TR08	Translation Principles & Practices / Practical II	3	None
TR09	Computer-Assisted Translation	3	None
TR10	Business and Legal Translation	3	None

TR11	Specialized Translation II / Practical IV	3	None
TR16	Gaming Localization (available for the Creative Industries specialization)	3	None
TR17	Translation and the creative industries (available for the Creative Industries specialization)	3	None
TR18	Audio-visual Translation II (available for the Creative Industries specialization)	3	TR13
Elective Seminar: One course from the following (indicative list)			
TR12	Community Interpreting	3	None
TR13	Audiovisual Translation	3	None
Dissertation: One course from the following			
TR14	Thesis	3	All core and elective courses
TR15	Internship	3	All core and elective courses
TOTAL		36	

The program can be completed in one year of full-time study or within a maximum of two years part-time. Classes are normally scheduled in the morning and in the afternoon to accommodate working students. However, alternative modes of delivery may be considered subject to student demand

The MAT program is designed to allow students to master the course material by combining core theoretical and practical courses with an elective. Typically, each semester runs for 15 weeks. All courses provide the critical thinking and translation overview background that students need to be successful in the program as well as in their careers as professional translators.

Core Courses – Standard MA in Translation- Two Semester Model (1 Academic Year)

Semester 1 / courses	Semester 2 / courses
TR01 Introduction to Translation Studies	TR02 Professional Trends in Translation: Project Management Concentration
TR03 Introduction to Terminology	TR08 Translation Principles & Practices / Practical II
TR04 Translation Principles & Practices / Practical I	TR09 Computer-Assisted Translation
TR05 Translation of EU Texts	TR10 Business and Legal Translation
TR07 Literary Translation	TR11 Specialized Translation II / Practical IV
	TR12 Community Interpreting OR TR13 Audiovisual Translation
TR14 THESIS or TR15 INTERNSHIP	
TOTAL CREDITS: 36	

Core courses- MA in Translation Creative Industries Specialization- Two Semester Model (1 Academic Year) Semester 1 / courses

Semester 1 / courses	Semester 2 / courses
TR01 Introduction to Translation Studies	TR02 Professional Trends in Translation: Project Management Concentration
TR03 Introduction to Terminology	TR08 Translation Principles & Practices / Practical II
TR04 Translation Principles & Practices / Practical I	TR09 Computer-Assisted Translation
TR05 Translation of EU Texts	TR16 Gaming Localization
TR07 Literary Translation	TR17 Translation and the creative industries
	TR18 Audio-visual Translation II
TR14 THESIS or TR15 INTERNSHIP	
TOTAL CREDITS 36	

Core Curriculum sequencing

Students will typically be required to complete the MAT program in the order indicated in the table above. Alternative sequencing may be possible in exceptional circumstances, depending on student demand and staff availability.

Admission Requirements for the MAT Degree

Every application packet is reviewed individually. Therefore, it is important that we meet our potential students in person. If this is not feasible, we will contact each candidate and speak over the phone. The interview will be conducted by a faculty member from the Department and will revolve around a candidate's prior academic and professional experience.

Overview of the MBA Degree

The MBA program of Hellenic American University (HAUniv) is a 36 credit (72 ECTS) program designed to prepare managers for careers in dynamic business environments, by equipping them with all necessary knowledge and skills that aid them to effectively develop the managerial competencies they need to be successful in their careers. The program facilitates graduates to develop lifelong learning habits, which enable them to deal with managerial change, within the local and international business environments.

Graduates of the program develop a creative problem-solving approach and master a range of quantitative and qualitative tools that enable them to make informed decisions. They also acquire a global perspective on the business environment. Students come to appreciate the importance of corporate social responsibility, become familiar with the legal and ethical framework of doing business, and understand the role of corporate governance. The MBA is designed for professionals who wish to enhance their career potential and take their knowledge to the next level. Successful candidates for the MBA program should be experienced, bright, determined and culturally aware.

The curriculum that forms the first year and a half of study, which students pursue in a flexible cohort-based format, establishes a common foundation in the fundamental practices of business including finance, marketing, people management, negotiation, operations, strategy, business analysis and more. All students participate in the same set of classes in a pedagogical method which complements case-method learning with smaller hands-on team projects, global immersions, and entrepreneurial initiatives. In addition to acquiring specific analytical and quantitative skills, students become familiar with standards of communication and collaboration, and develop collegial relationships with one another which last beyond the duration of the program. The goal is to give students a firm grasp of broad-based fundamentals and a view of businesses as holistic organizations in the context of contemporary business challenges. We use an inductive learning model that departs from just facts and theories. We follow a pedagogical process that teaches individuals not only how to manage organizations, but also how to continually grow and learn throughout life.

The last part of the program is designed to offer students the ability to focus their studies on areas of interest they have in business by honing their functional skills or knowledge of industry areas gaining a holistic and comprehensive understanding of business, and thus able to create comprehensive plans for venture launching. We offer Hellenic American University specialization certificates in People Management, Digital Marketing, Operational Excellence, Aviation, Shipping Management and Management Information Systems. Students are awarded these certificates by successfully completing two (2) courses in the managerial competency area of their interest and writing their capstone project on a topic relevant to the specific competency. Students that wish to be awarded more than one certificate will need to enroll in two (2) additional courses per certificate relevant to their certificate that they choose. Students are awarded certificates with distinction by successfully completing a professional (industry) certification in their chosen area.

The MBA program is a challenging learning experience that fosters our students' professional and personal development and equips them with the management competencies and applied knowledge they need for a promising career. The program design is based on the pillars of rigorous course work, individual mentoring, hands-on experience and mastery of managerial competencies.

MBA Objectives & Learning Outcomes

Objectives:

- provide students with quantitative (e.g. business analytics; business simulations or applications, etc.) and qualitative tools (e.g. business high level analysis, etc.) to identify, analyze and create business opportunities as well as solve business problems, developing their ability to think strategically and to lead, motivate and manage teams across borders.
- instill students with skills of initiative, reflection and knowledge transfer which will allow them to be able to manage new knowledge in their professional careers and to enhance their managerial effectiveness with superior written and oral communication.

- enhance students' appreciation of challenges facing businesses in today's complex challenges in the context of achieving efficiency while considering social responsibility, legal and ethical principles, and corporate governance fundamentals.

Learning Outcomes:

Upon completing the program, graduates should be able to:

- synthesize the knowledge, skills, and tools acquired in the program within a real microbusiness they must be able to design themselves
- excel in their chosen career paths, by learning on how to live, adapt and manage business environmental change
- reflect upon and explore business problems in depth, make informed managerial decisions, and demonstrate the ability to pursue new knowledge necessary to succeed in dynamic local and international business environments

The Structure of the MBA Program

Orientation

Orientation provides students with an opportunity to get acquainted with the University community. They meet faculty and fellow students, visit the facilities, receive useful information on their course of study and University services, and participate in team-building exercises that help them establish relationships with other students. Students also receive training in the use of technology and Library resources of the University.

The MBA Boot Camp:

The MBA Boot Camp is a training program that is provided so that all students acquire key essential skill-sets that will enable them to successfully engage in MBA-related activities and courses irrespectively of their background.

Core Curriculum (9 courses, 27 credits – 54 ECTS):

The core curriculum builds management competencies of important functions of management and provides the tools and experiences essential to a successful business career. The required courses help students build a broad foundation of general management concepts and skills across all key disciplines. The first course in the core curriculum, a team-taught course entitled "The Business Landscape" focuses on challenges of enterprise development in the context of core managerial functions and provides students with a holistic approach to business which is then broken down and studied from the perspective of the fundamental practices of business. At the end of the core curriculum, the team-taught course entitled "Functional Skills Integration" serves as an experience in business skills synthesis by focusing on applied skills through a multi-thematic and multidisciplinary approach. Throughout the curriculum, industry mentors provide guidance on current practices and perspectives.

Elective Curriculum (2 courses, 6 credits – 12 ECTS):

The elective courses provide students with an opportunity to examine specific areas according to their interests and career needs. Students' management course work is enhanced by specialization courses and an elective course structure gives students the opportunity to pursue areas of career interest or to specialize in a designated certificate area or major. Students, who don't want to take electives from a specialization, can choose any two elective courses and, if they wish, one can be from any of the designated course lists of other HAUniv graduate programs.

Capstone Project (1 course, 3 credits – 6 ECTS):

MBA students are expected to develop a Capstone project toward the end of their studies. The project provides them an opportunity to integrate and apply the knowledge and skills they have gained in their MBA program as they design a real microbusiness.

With the Capstone project, students will demonstrate a command of the knowledge acquired in the MBA program, the ability to conduct high-level analysis of business issues, and the capacity to make recommendations for the issues their investigation has revealed. The project also strengthens students' competencies in critical analysis, empirical investigation, and project management, as well as their skills in persuasion, argumentation and decision-making—all valuable for enhancing their professional careers.

Program Requirements

MBA Courses, Credits & Prerequisites

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
BUS501	Functional Skills Integration	3	Completion of all program requirements or permission by program director. To be taken in the last term of study
BUS511	The Business Landscape	3	None
BUS513	Business, Policy and the International Economy	3	None
BUS526	Marketing Management	3	None
BUS527HR	Strategic Human Resource Management	3	None
BUS528	Managerial Finance	3	None
BUS6109	Accounting for Decision Making	3	None
BUS6110	Operations Research	3	None
BUS6120	Strategy	3	None
Elective	Elective 1	3	None
Elective	Elective 2	3	None
CP6300	Capstone Project	3	Completion of all program requirements or permission by program director. To be taken in the last term of study
TOTAL		36	

The MBA program is designed to allow students to master the course material by sequencing the program into core courses and electives over a 2 semester per year period. Typically, each semester runs for 15 weeks. The program concludes with a field-based Capstone Project that demonstrates a student's ability to apply classroom knowledge to real world problems. Students following the recommended program should complete their studies in 2 years. However, by taking advantage of courses offered during intersessions, they could expedite graduation at 1 and a half years.

Admission Requirements for the MBA Degree

Every application packet is reviewed individually. Therefore, it is important that we meet our potential students in person. If this is not feasible, we will contact each candidate and speak over the phone or through video conferencing. The interview will be conducted by a Business Program faculty member and will revolve around a candidate's prior academic and professional experience as well as goals.

MBA Program Electives (6 Credits / 2 Courses)

In order to complete the MBA program students are required to take 2 elective courses from the selection presented below. Each of the sections below represents the specific competencies of People Management, Operational Excellence, Digital Marketing, Aviation, Shipping Management and Management Information Systems. Students may choose not to follow any specialization and take any 2 elective courses and have the option to take one of their elective courses from the HAUniv offering outside of the MBA program. As the University continually innovates with its curriculum, new course options may be available to students during their studies.

List of MBA Electives

Elective Courses			
Course Code	Course Title	Credits	Pre-requisites (Course Codes)
People Management Certification			
BUS512	Leadership and Organizational Behavior	3	None
BUS514	Ethics, Law and CSR	3	None
BUS516	Total Rewards	3	None
BUS517	Employment Relations	3	None
Operational Excellence Certification			
BUS518	Business Analysis & Service Management	3	None
BUS6111	Technology and Operations Management	3	None
MGT6126	Project Management	3	None
BUS6124	Supply Chain Management	3	None
Digital Marketing Certification			
BUS519	Digital Marketing Analytics	3	None
BUS520	Integrating Marketing in a Digital Age	3	None
PR6241	Strategic Communication & Public Relations	3	None
PR6250	Branding and Communications	3	None
Aviation Certification			
GAM6800	Global Air Transport Strategies	3	None
GAM6810	Global Air Transportation System	3	None
TRA6700	International Multimodal Transportation Seminar	3	None
Shipping Management Certification			
SHM510	Shipping Operations and Management	3	None
SHM511	Marine and Surveying Management	3	None
SHM512	Statutory Shipping Requirements	3	None
Management Information Systems Certification			
IT6264	IT Management and Strategy	3	None
IT6125	Decision Support Systems	3	None
IT6262	Systems Analysis and Design	3	None
IT6122	E-Business and E-Commerce Management & Technologies	3	None
Other Business Electives			
BUS529	Managing for Sales	3	None
BUS6277CCM	Cross Cultural Management	3	None
GM6271	International Business	3	None
GM6274	International Marketing	3	None
MGT6130	Entrepreneurship and New Venture Management	3	None
PR6248	Crisis Management	3	None

The Joint MBA – MSSM Program

Students with interest in Sales Management have the option to pursue a joint MBA – MSSM (Master of Science in Sales Management) and benefit from curricular similarities in the management core of both programs. Thus, student will be able to complete two degrees concurrently and, in a time, efficient manner, by attending five courses in Sales Management in addition to the courses required to complete the MBA program. Similarly, HAUniv MBA or PMBA (Professional MBA) alumni have the option to acquire the MSSM degree by attending five courses in Sales Management. The required courses Sales Management in the joint program are as follows:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
SM530	B2B & B2C Marketing and Sales Practices	3	None
SM570	Advanced Seminars for Sales	3	None
SM540	International Marketing & Sales Management	3	None
SM520	Sales Management Strategies and Practices	3	None
BUS6124	Supply Chain Management	3	None

The MSSM program helps students build the expanded skill set that companies demand from sales managers today. Students learn how to design and implement effective sales plans for both the local and the international market. At the same time, students acquire a deeper understanding of business processes such as marketing and supply chain management that impact directly on sales activities. In parallel, the program builds and reinforces core management competencies such as innovation, customer focus and relationship building. Through course work, team projects, simulations and role play students also better understand the challenges of talent acquisition, mentoring and team-building, and gain skills in handling them effectively. Just as importantly, students acquire the habits of mind to make you an independent life-long learner as you develop your career in an ever-changing business world.

Overview of the MSI Degree

The following underlying principles and philosophy have guided the development of the MSI curriculum.

- **Professional Degree --** The MSI is a professional degree that integrates the information technology and management cultures. We recognize the difficulties that individuals trained purely in one professional culture have in communicating with each other. We believe that MS graduates should have the knowledge and sophistication to bridge the existing chasm.
- **Value Added --** The degree adds value to students studying beyond the Bachelor's degree. Students invest a year or more of their lives and organizations often sponsor the student financially. Both are entitled to a return on their investment.
- **Core --** The degree includes a consistent set of information technology core courses that are commonly offered by many institutions. As a result, employers are assured that MSI graduates are competent in a fundamental set of professional knowledge and skills, which will be further developed to assure mastery of at least one information technology area.
- **Specialization --**. The turn to electronic form of socializing (e.g., e-mails, and recently Facebook, twitter, etc.) permits the use of technology to study and analyze the electronic prints and trails of people communicating over the Internet. People working with databases are now called to provide statistics and analyze data that has to do with human behavior and relations. They are also called to invent new analysis techniques in order to record and analyze trends in behaviors, relations and social views expressed in electronic media taking into account the diverse profile of users all over the world. The program prepares students specialized in using technology to retrieve and analyze electronic data that will help understand human behaviors and relations. The trend towards networked systems has led infrastructure, platforms and services to be provided through cloud computing. Moving to cloud infrastructure poses several threats to an enterprise especially in data or infrastructure security. The program also prepares students to get a specialization in the field of Information Security Management by selecting the relevant elective courses that are aligned with the Information Systems Audit and Control Association (ISACA) official curriculum for information security management.
- **Flexibility --** The curriculum is flexible in order to accommodate students with differing backgrounds, skills, and career objectives. Full-time students with a specific background in IT should be able to complete the program in a year. Students lacking prerequisite knowledge should expect to take, at most, one additional year to complete the MS degree. This model (based on the curriculum architecture used by many graduate programs) allows all students to graduate with a specified level of competence.
- **Career Paths --** The need for specialized analysts who apart from knowing the IT methods and having the technical skills are also aware of the social principles and can apply research methods in the field will become growing. To cater for this need, specific elective courses will be offered (i.e., bioinformatics, counterterrorism). Moreover, the shift towards cloud computing and the security risks involved are addressed through the specialization in Information Security Management which is provided through the elective courses that are aligned with the ISACA curriculum.
- **Integration of Non-Technical Skills --** Oral, written, and graphic presentation skills; promoting ideas and negotiating; people skills; business skills; team skills; customer orientation; real-world focus; and ethics and professionalism are integrated throughout the program. Each topic is important and, some might argue, each is worth a course of its own. However, given the limited time available for MS work, we believe that the appropriate way for these topics to be presented is by integrating them tightly into the courses. Furthermore, despite their importance, these topics are best taught as elements of content courses in the professional sequence of IT courses.
- **Blended Delivery --** A degree highly focused on technology should take advantage of cutting-edge techniques in electronic learning. The degree will be substantially based on a hybrid model integrating physical contact with the instructor with heavy exchange of electronic information for delivering assignments, papers and electronic material, and also for synchronous and asynchronous communication. The e-learning platform of the University includes a framework for instant messaging, file transfer, peer to peer and multi-party Voice and Video calling for delivering either ad hoc or structured sections in a virtual class. The blended model will enable overseas students to

come to the HAUniv campus for only a short period in order to physically attend the first part of their courses and then continue the learning process in their countries using technology extensively.

- **Unit Requirements --** 36 credits (72 ECTS) are required for the MSI degree.
- **Master's Thesis --** The master thesis will enable the student to gain experience with all the phases of designing, developing and performing the analysis, applying the knowledge and skills acquired in different course modules. The student selects a topic of interest and a personal supervisor in order to help them complete the Master Thesis. Master thesis is a 3 credit course leading to a research publication either in conferences or scholar journals or a professional report.

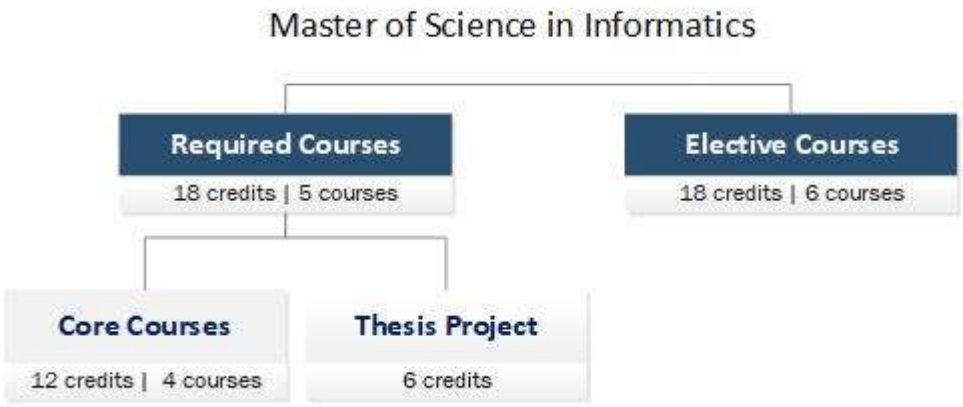
MSI Objectives & Learning Outcomes

Objectives:

The objectives of the MSI program are to:

- prepare students to be competitive in the marketplace by leveraging cutting-edge technologies.
- offer students the opportunity to obtain practical exposure to modern Information Technology problems.
- familiarize students with the expected level of professionalism in IT and Business project delivery.
- introduce students to relevant contemporary research practices and topics.

The Structure of the MSI Program



Learning Outcomes:

Upon completing the program, graduates should have:

- obtained knowledge of current and emerging concepts in Information Systems
- applied cutting-edge technologies to real-life business problems
- demonstrated teamwork abilities and outcome-oriented deliverables
- produced research artifacts such as papers, theses, prototype systems, integrating the knowledge obtained throughout the program

Informatics Foundations:

A minimum foundation of essential prerequisite knowledge is needed to prepare students for the remainder of the curriculum. Many students will enter the Master's program with some or all of this knowledge, which is typically found in undergraduate degree programs. The institution may, of course, require more than this

minimum, based on student background. In addition, the institution may allow a student to substituteprofessional experience for certain foundation courses. Foundation courses may also be offered at the graduate level, covering more material at a more conceptual level than comparable undergraduate courses. Although no credit will be awarded for prior experiential learning, the Admissions Committee may allow foundation requirements to be waived.
Students who plan to enter the MSI program should be familiar with an object-oriented programming language such as C# or Java. They should also consult the University's Undergraduate Catalog to become familiar with the content of our BSI program, which would bring a student to the level required for the MSI program. Entering students must have knowledge of at least two of the following undergraduate courses:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT150	Programming Concepts	3	None
IT200	Object-Oriented Programming	3	IT150
IT240	Computer Architecture	3	IT150
IT260	Database Management Systems	3	IT150
IT300	Networks and Telecommunications	3	IT150
IT340	Management Information Systems	3	GE105, GE106, IT100

This level of IT foundation knowledge (a programming language and the content of two of these courses) is the minimum prerequisite requirement for the MSI program. If a student has completed at least two undergraduate courses in these foundation topics with a grade of "C" or better from an accredited or "recognized" college or university, he/she will have satisfied the prerequisite for admission.

Informatics Core:

The IT core consists of four courses and a Master's thesis:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT6260	Database Management Systems	3	None
IT6261	Data and Communication Networks	3	None
IT6262	Systems Analysis and Design	3	None
IT6264	IT Management and Strategy	3	None
IT6300	Master's Thesis	6	None

This requirement consists of 18 graduate credits. These five courses are the basis for an Informatics degree since they form the basis of modern information systems. The Master's Thesis aims to expose students to real-life situations encountered in business environments through the development of original and practical applications. Alternatively, students who are inclined towards research can learn advanced techniques and practices used in Informatics by participating in faculty-supported research.

Informatics Strands:

Apart from the IT Core courses, students need to complete six more courses (18 graduate credits) from one of the following strands.

Business Computing and Big Data Analytics

Students may concentrate in the field of Business Computing and Big Data Analytics by selecting 6 elective courses from the following group of courses:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT6122	E-Business and E-Commerce Management	3	None
IT6263	E-Business Technologies	3	None
IT6267	Electronic Commerce Programming	3	None
IT6274	Data-mining and Data-Warehousing	3	None
IT6277	Artificial Intelligence & Neural Networks	3	None
IT6530	Graph Theory	3	None
IT6540	Investigative Data Mining	3	None
IT6545	Pattern Analysis and Detection	3	None
IT6550	Social Network Analysis and Mining	3	None

MGT6126	Project Management	3	None

This group of courses will provide students with basic knowledge on big data analysis and business computing and will enable them to participate in research projects in the field. This group of courses also focuses on technical, organizational, and managerial issues at the enterprise level as a whole, on a day-to-day basis.

Applications and Software Development

Students may concentrate in the field of Applications and Software Development by selecting 6 elective courses from the following group of courses:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT6125	Decision Support Systems	3	None
IT6265	Enterprise Systems Applications	3	None
IT6266	Application Development Environments and Technology	3	None
IT6268	Information Technology Hardware and Software	3	None
IT6270	Human-Computer Interaction	3	None
IT6271	Advanced Operating Systems	3	None
IT6272	Advanced Programming Languages	3	None
IT6273	Advanced Software Engineering	3	None

This group of courses will provide students with the required knowledge in the area of software and applications development and will enable them to participate in research projects in the field. This group of courses covers the fields of User Interfaces development, Software development as well as development of operating systems.

Computer Networks and Security

Students may concentrate in the field of Information Security Management by selecting 6 elective courses from the following group of courses:

Course Code	Course Title	Credits	Pre-requisites (Course Codes)
IT6275	Wireless and Mobile Networks	3	None
IT6276	Information Security Management	3	None
IT6278	Governance and Compliance	3	None
IT6279	Applied Cryptography	3	None
IT6280	Network and Computer Security	3	None
IT6281	Business and Continuity Management	3	None
IT6282	Application Risk Management	3	None

Hellenic American University's Master of Science in Informatics (MSI) is in alignment with the ISACA Model Curriculum for Information Security Management, 2nd Edition. Graduates of the program who have selected this group of courses qualify for one year of work experience towards the Certified Information Security Manager (CISM designation). The program is listed as one of the two unique programs worldwide that are aligned with the ISACA curriculum in Information Security Management.

Career Tracks:

The career paths for IT professionals are more varied and dynamic than they were in the past. To take advantage of the available career opportunities, the advanced student must understand not only technology, but also the business and environment in which it is deployed. The recommended curriculum is directed towards a professional education which meets student career objectives and organizational needs. To address these needs, the MSI program allows students who have selected a specific career path to register in up to 4 courses from the Business graduate programs from a total of 6 electives courses.

Admission Requirements for the MSI Degree

Admission to the MSI program is based on prior academic performance, both at the undergraduate and at the graduate level, professional work experience and proficiency in the English Language. The selection process gives particular emphasis to evidence of managerial and leadership potential along with academic excellence.

Special weight is also assigned to professional experience in the selection process. Applicants who are eligible for unconditional admission to the program should meet the following requirements:

- An undergraduate degree in areas related to information technology, computer science and/or management of IT, from a recognized University with a liberal arts or general education component, or an undergraduate degree from an accredited institution, with at least a B (3.0) grade point average.
- If the applicant earned an undergraduate degree in a non-IT related area, full admission could be conditional pending proof of the applicant's prerequisite IT knowledge or completion of undergraduate course modules from the BSI program.
- The Admissions Committee at its discretion will define the number and type of courses that need to be completed, along with the minimum expected grade earned before full admission to MSI takes effect. Typically, prerequisite knowledge at the undergraduate level is expected in the areas of programming and information technology.

Overview of the Degree

The Master of Science in Sales Management (MSSM) is a 30-credit degree program (60 ECTS) designed to prepare mid and high rank sales professionals for successful careers in international sales, equipping them with essential skills and knowledge. The program aids its graduates to effectively develop the competencies they need towards their sales-oriented business careers by teaching them about sales strategies and instilling them analytical skills. The MSSM program facilitates graduates to develop lifelong learning habits, which enable them to deal with change both within the local and international business environments. Graduates of the program gain a thorough understanding about local and international sales management strategies and practices in both B2B and B2C environments. Emphasizing the strong focus of effective and efficient sales management in complex and demanding business environments, the MSSM curriculum is designed to create the sales leaders of tomorrow who will engage in domestic and international sales endeavors. As part of the curriculum, the program encourages students to interact and exchange business experiences with their professors and expert business professionals who will teach the program.

The program is designed based upon market demand for an integrated academic / professional learning approach with a focus on Sales Management. In supporting our decision to engage in the development of the curriculum of the Master of Science in Sales Management (MSSM), we examined Human Resource Management and employment status data from Hellenic Statistical Association (ELSTAT) and the Hellenic Institute of labor and human resources (EIEAD report, 2018). Both institutions acknowledge primarily the need for sales force (B2B & B2C) development and hence a growing demand for expert sales management executives. The international status of the program is based on the developing corporate extroversion of Greek and International organizations doing business within and out of Greece. We also explored published graduate degree curriculum, admissions and program requirements of both state and private institutions in Greece regarding similar degrees offered in the country. Our field research was carried out through state and private educational institutions' web-sites. The major outcome of this research is that there is no academic institution in Greece that offers a similar rigorous and demanding MSSM program.

Notwithstanding, the uniqueness of the MSSM vis-à-vis its explicit focus on sales management, the program is essentially a Business one inextricably linked to our other Business programs and more specifically to the MBA program. The MBA program is the first HAUniv program approved by the Commission, at the founding of the institution. Since then, it has developed as a robust program offering six areas of concentration, 4 functional (People Management, Operational Excellence, Digital Marketing, and Management Information Systems) and 2 industry (Aviation and Shipping). Therefore, the MSSM shares the same philosophy and resources (academic and infrastructural) with the MBA program. Courses already planned to be offered for the MBA program will be available for potential MSSM students (Supply Chain Management, Cross Cultural Management, Capstone) as well as MBA students will have the opportunity to take MSSM courses as electives. The same faculty that teach in the MBA program will teach in the MSSM program, and as mentioned above some courses are common in both programs. Our decision to offer the program as a separate master's program than the MBA is based as much on marketing priorities in order to highlight its unique aspects as on academic reasons. It will be marketed in a targeted manner as a unique offering even though the program is completely integrated in the existing MBA program.

Program Objectives

The objectives of the program are:

- Provide students with advanced knowledge and understanding on domestic and international sales management;
- Develop students' problem-solving skills in the context of sales management;
- Develop students' ability to reflect on real life sales management cases;
- Enhance students' critical reasoning on sales management;
- Enhance students' understanding of the international sales environment;
- Provide students with the qualitative and quantitative skills required to effectively analyze large scale data;
- Develop students' awareness of cross-cultural communication;
- Enhance students' appreciation of cross-cultural issues related to global markets.

Learning Outcomes

Upon completing the program, graduates should be able to:

- Implement effectively sales management strategies and practices in both domestic and international markets;
- Perform effectively the required marketing management skillset;
- Communicate and negotiate effectively and efficiently in the context of sales management;
- Manage effectively their sales force;
- Understand the sales analytics techniques;
- Implement effectively omni-channel and logistics management to increase sales.

The Structure of the MSsales

The MSSM program develops around a Core Curriculum (8 courses, 24 credits) and Sales tools Curriculum (1 course, 3 credits) and Capstone Project – Field Experience (1 course, 3 credits).

Teaching plan

The teaching plan is that a student will take 3 courses per academic term (Fall & Spring), one course during the intersession (Winter) and the Capstone toward the end of their studies. The program is expected to be completed during one and a half academic year. The course delivery is about to be completed in an intensive Friday-Saturday mode along with once a week in-class session. MSSM students are expected to develop a Capstone project toward the end of their studies (3rd term). With the Capstone project, which can take the form of a Research Project or a comprehensive Internship Report, students will demonstrate a command of the knowledge acquired in the MSSM program, the ability to conduct high-level analysis of domestic and international sales management issues, and the capacity to make recommendations for the issues their investigation has revealed. The project also strengthens students' competencies in critical analysis, and empirical investigation, as well as their skills in persuasion, argumentation and decision-making—all valuable for enhancing their professional careers.

Program Requirements

Course Code	Course	Credits	Pre-requisites (Course Codes)
SM510	Business Finance for Sales Managers	3	None
SM520	Sales Management Strategies and Practices	3	None
SM530	B2B & B2C Marketing and Sales Practices	3	None
BUS6277 CCM	Cross-cultural management	3	None
SM540	International Marketing & Sales Management	3	None
SM550	Sales Analytics	3	None
SM560	Business and Strategic Management	3	None
BUS6124	Supply Chain Management	3	None
SM570	Advanced Seminars for Sales	3	None
CP6300	Capstone Project	3	Completion of all program requirements or permission by program director. To be taken in the last term of study.

Orientation

Student orientation provides students with an opportunity to get acquainted with the University community. They meet business faculty and fellow students, visit the facilities, receive useful information on their course of study and University services, and participate in team-building exercises that help them establish relationships with other students. Students also receive training in the use of technology and Library resources of the University.

Admission Requirements for the MSSM Program

The program is targeted to middle and upper level sales professionals who wish to develop in their business career domestically as well as in an international business environment. In fact, every application packet is reviewed individually. Therefore, it is important that we meet our potential students in person. If this is not feasible, we will contact each candidate and speak over the phone or through video conferencing. The interview will be conducted by a Program faculty member and will revolve around a candidate's prior academic and professional experience as well as goals.

The Joint MBA – MSSM Program

Students with interest in Management have the option to pursue a joint MBA (Master of Business Administration) – MSSM degree and benefit from curricular similarities in the management core of both programs. Thus, they will be able to complete two degrees concurrently and, in a time, efficient manner, by attending six courses in Management in addition to the required courses in MSSM. The six required courses are as follows:

Course Code	Course	Credits	Pre-requisites (Course Codes)
BUS501	Functional Skills Integration	3	None
BUS513	Business, Policy and the International Economy	3	None
BUS526	Marketing Management	3	None
BUS527 HR	Strategic Human Resources Management	3	None
BUS6109	Accounting for Decision Making	3	None
BUS6120	Strategy	3	None

The MBA program is a challenging learning experience that fosters our students' professional and personal development and equips them with the management competencies and applied knowledge they need for a promising career. The program design is based on the pillars of rigorous course work, individual mentoring, hands-on experience and mastery of managerial competencies.

Philosophy: Scholar-Practitioner Orientation

The Master of Science in Psychology program at Hellenic American University has a base philosophy of examining human behavior as a scientific discipline. However, recipients of the degree will become applied practitioners servicing a wide variety of individuals by enabling them make thoughtful and important changes to benefit their lives. To achieve these dual goals, the program follows a general model of training the student as a scholar-practitioner.

The Master of Science in Psychology program offers candidates two concentrations: One in Clinical Psychology and the other in Clinical Mental Health Counseling. The Master of Science in Psychology fulfills the requirements for recognition as a mental health counsellor by the Hellenic Association of Counsellors and the European Association of Counsellors, especially when following the concentration in Clinical Mental Health Counseling. Thus, by successfully completing the MS in Psychology CMHC degree, the practitioner satisfies the requirements and may be recognized as an accredited Mental Health Counsellor. The program trains students in fundamental principles of clinical and counseling psychology. As scholars, they must understand the methods of the discipline, interpret data, and develop application skills of the basic principles from which empirically derived psychotherapy and counseling have developed. While students become familiar with a variety of psychotherapeutic models from differing theoretical perspectives, the techniques and methods derived from cognitive-behavioral psychotherapy guide the nascent practitioners.

Graduates of the program have become members of professional affiliations such as the International American Psychological Association and the Hellenic Association of Psychologists (when their undergraduate degree has been recognized by the Greek State/SAEP). The Master of Science in Psychology strives to engage students with every opportunity to develop and express themselves as scholar-practitioners. They hone their expertise beginning with basic knowledge of the discipline upon which a specific set of competencies in assessment and therapy skills is built. An emphasis in skill development with measurement of basic competence assures that these emergent professionals are able to practice appropriately upon completion of their degrees. In accordance with the University's emphasis on global awareness and intercultural communication, students are further encouraged to explore their own basic values as well as those values of people from other parts of the world through the curriculum and practicum experiences.

Program Goals:

The overarching goal of the program is to train MSPSY students, who become competent scholar-practitioners by developing an appreciation of both the science-based underpinnings of their chosen career as well as the evidence-based nature of their practice. Students will work with individuals to prevent and alleviate human suffering while helping to enhance human functioning and potential. The broad goals of the program are to:

- Foster the scientific training of emergent clinical psychologists and clinical mental health counselors by engaging them in critical thinking about the human condition through foundational studies in areas such as psychopathology, lifespan development, and clinical interviewing and consultation.
- Have students assess and measure human behavior both from a scientific-research and an applied perspective through studies of research methods of assessment and appraisal with attention to individual differences and sensitivity to issues of diversity.
- Develop clinicians with therapeutic skills applying appropriate ethical guidelines, established theory and evidence-based techniques of intervention to serve individuals, couples and groups in these special helping relationships. Some specific topics of study will include couples' therapy, families and parenting issues, addictive behaviors, and career enhancement.
- Offer practicum so that classroom study and technique is put into supervised practice by students gaining sufficient experience to develop into competent clinical psychologists and clinical mental health counselors.
- Increase service provision by the participation of Hellenic American University-trained clinicians and counselors, with their specialized skills, as part of the global workforce. Program graduates are eligible for, but not limited to, employment in mental health clinics, community mental health centers, hospitals, counseling agencies, college and university campuses, social agencies concerning disabilities, rehabilitation, aging and families, corporate mental health services (e.g., employee

assistance programs, personnel departments, mental health support units), and are eligible to open private practices.

Objectives and Competencies:

The following learning objectives and specific competencies are used to assess the broader teaching/learning program goals articulated above:

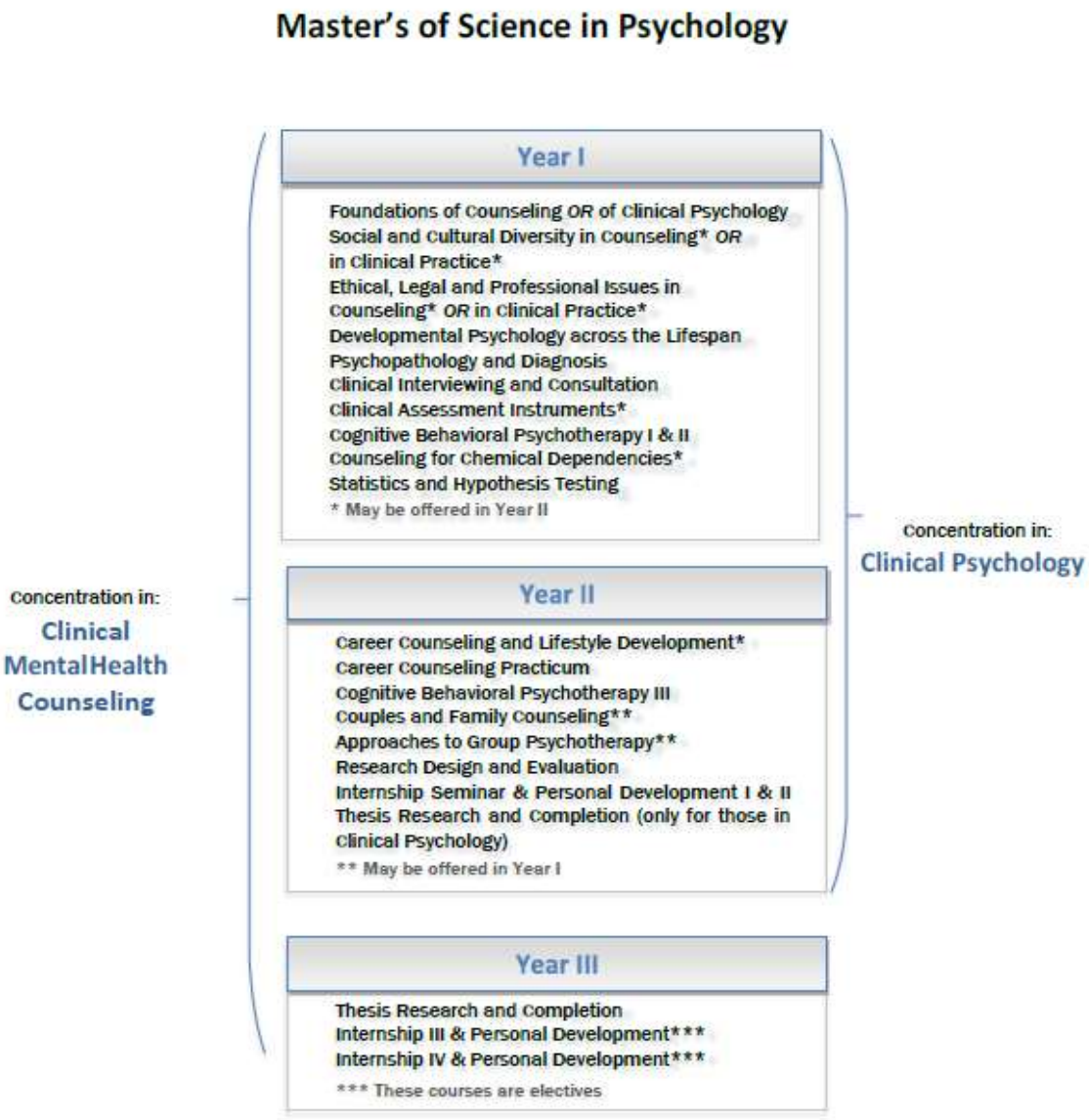
- Objective 1: Base of Knowledge. Students will possess a broad foundation of knowledge pertinent to their development as clinical psychologists.
    - Competency 1a: Students will demonstrate through papers, reports, examinations, and other written means, systematic knowledge in the following foundational areas: the development of human behavior across the lifespan, the social and cultural influences on behavior and conceptualizations of psychopathology.
    - Competency 1b: Through papers, reports, examinations, classroom discussions and exercises, students will demonstrate their knowledge of theories and techniques of counseling.
    - Competency 1c: Students will demonstrate knowledge of the rules that govern professional standards and the ACA and APA ethical standards by applying the rules of ethical behavior in research and clinical psychology practice.
    - Competency 1d: Students will be able to identify when issues of individual and cultural diversity are present and implement effective treatment. Specifically, students will be cognizant of individual and cultural diversity; they will appreciate its value; and they will possess the skills necessary to utilize their sensitivities within their professional counseling endeavors while working with patients.

- Objective 2: Assessment/Appraisal Skills. Students will be able to assess the psychological functioning of individuals and to communicate their assessments to others.
    - Competency 2a: Students will be able to interview clients, construct individual case formulations, diagnose, and recommend appropriate interventions.
    - Competency 2b: Students will be to administer, score and interpret career counseling instrumentation.
    - Competency 2c: Students will observe, note and recommend additional formal assessment in the cognitive domains of intelligence, memory, academic ability, and perceptual-motor proficiency, and the personality/psychopathology domain as needed.
    - Competency 2d: They will be competent in consulting with other professionals, communicating their professional judgments, queries and concerns, and justifying their conclusions.

- Objective 3: Intervention Skills. Students will understand and be able to apply the techniques of cognitive-behavioral-oriented psychotherapy in a variety of applied settings.
    - Competency 3a: Students will interpret and explain the principles and techniques of applied behavior analysis and cognitive-behavioral therapy, in both oral and written form.
    - Competency 3b: Students will demonstrate competence in the use of interventions based on applied behavior analysis and cognitive behavior therapy based upon observation of these skills.

- Objective 4: Research Skills. Students will understand research methods, design and conduct research studies, analyze data and competently evaluate research findings.
    - Competency 4a: Students will interpret scientific literature, evaluate its significance and understand its contribution to existing knowledge.
    - Competency 4b: Students will explain, analyze, and draw reasonable conclusions from data based upon the essential principles of descriptive, inferential statistics, univariate, and multivariate statistics. They will be able to communicate their analyses and conclusions to others in both oral and written form.
    - Competency 4c: Students will develop hypotheses and design studies that appropriately and directly address a research question.

The Structure of the MSPsy Program



The HAUniv Master's program in Psychology attracts students with diverse backgrounds. University graduates as well as mature professionals interested in acquiring further knowledge and experience in the field apply to the program. More specifically, the program attracts students interested in preparing for careers as clinical psychologists and clinical mental health counselors; continuing education to acquire further skills in practicing the profession; or changing career paths.

The program is designed to build upon and go beyond undergraduate psychological or developmental principles. Coursework is designed to build upon concepts exposed in foundational knowledge, assessment, intervention, and research, as specified earlier in the program objectives. Students who plan to enter the program should be familiar with fundamental knowledge in psychology such as lifespan development, social psychology and abnormal psychology. They should also consult the University's Undergraduate Catalog to become familiar with the content of our BSPsy program, which would bring a student to the level required for the graduate program.

Study within a carefully structured series of sequential and graded experiences enable students to think scientifically and develop the skills necessary for working in a variety of clinical agency, hospital and private settings. All coursework in the program incorporates a combination of recent theory, research and technique development (where applicable). Knowledge and skills acquisition is accessed so that practical experiences follow.

The Master's program in Clinical Psychology is based on 60 credits (120 ECTS) of course work, practicum, thesis research hours, and internship. The Master's program in Clinical Mental Health Counseling is based on 66 credits (128 ECTS) of course work, practicum, thesis research hours, and internship. The academic year consists of two semesters of 15 weeks in length, with classes meeting once a week for 3 hours, each. Accordingly, each 3 credit course will have 45 faculty contact hours, or 12 hours per credit. The Master's program with a concentration in Clinical Psychology is approximately a two to two-and-a-half-year program if students follow the plan of study as presented. The Master's program with a concentration in Clinical Mental Health Counseling is a three-year program if students follow the plan of study as presented.

MSPSY Courses, Credits & Prerequisites

CONCENTRATION IN CLINICAL PSYCHOLOGY			
Course Code	Course Title	Credits	Prerequisites (Course Codes)
FIRST Year			
MSPSY501	Fundamentals of Clinical Psychology	3	None
MSPSY503*	Social and Cultural Diversity in Clinical Practice	3	None
MSPSY505*	Ethical, Legal and Professional Issues in Clinical Practice	3	None
MSPSY510	Developmental Psychology Across the Lifespan	3	None
MSPSY512	Psychopathology and Diagnosis	3	None
MSPSY520	Clinical Interviewing and Consultation	3	None
MSPSY521*	Clinical Assessment Instruments	3	MSPSY520 or permission of the instructor
MSPSY524	Cognitive Behavioral Psychotherapy I	3	None
MSPSY525	Cognitive Behavioral Psychotherapy II	3	MSPSY524
MSPSY530*	Counseling for Chemical Dependencies	3	None
MSPSY540	Statistics and Hypothesis Testing	3	None
**These courses may be offered during the Second Year of studies*			
SECOND Year			
MSPSY522**	Career Counseling and Lifestyle Development	3	MSPSY520
MSPSY526	Cognitive Behavioral Psychotherapy III	3	MSPSY525
MSPSY527	Clinical and Counseling Techniques	3	MSPSY520
MSPSY528**	Couples and Family Counseling	3	None
MSPSY529**	Approaches to Group Psychotherapy	3	None
MSPSY541	Research Design and Evaluation	3	MSPSY540
MSPSY542	Thesis Research and Completion	3	MSPSY541
MSPSY550	Internship Seminar & Professional Development I - Community Placement	3	All foundation and core requirements and permission of the program director
MSPSY551	Internship Seminar & Professional Development II – Completion	3	MSPSY550
***These courses may be offered during the First Year of studies*			
TOTAL		60	

CONCENTRATION IN CLINICAL MENTAL HEALTH COUNSELING			
Course Code	Course Title	Credits	Prerequisites (Course Codes)
FIRST Year			
MSPSY-CMHC501	Foundations of Counseling	3	None
MSPSY-CMHC503*	Social and Cultural Diversity in Counseling	3	None
MSPSY-CMHC505*	Ethical, Legal and Professional Issues in Counseling	3	None
MSPSY-CMHC510	Developmental Psychology Across the Lifespan	3	None
MSPSY-CMHC512	Psychopathology and Diagnosis	3	None
MSPSY-CMHC520	Clinical Interviewing and Consultation	3	None
MSPSY-CMHC521*	Clinical Assessment Instruments	3	MSPSY-CMHC520 or permission of the instructor
MSPSY-CMHC524	Cognitive Behavioral Psychotherapy I	3	None
MSPSY-CMHC525	Cognitive Behavioral Psychotherapy II	3	MSPSY-CMHC524
MSPSY-CMHC530*	Counseling for Chemical Dependencies	3	None

MSPSY-CMHC540	Statistics for Hypothesis Testing	3	None
**These courses may be offered during the Second Year of studies.*			
SECOND Year			
MSPSY-CMHC522**	Career Counseling and Lifestyle Development	3	None
MSPSY-CMHC523	Career Counseling Practicum	3	MSPSY-CMHC520, MSPSY-CMHC522
MSPSY-CMHC526	Cognitive Behavioral Psychotherapy III	3	MSPSY-CMHC525
MSPSY-CMHC528**	Couples and Family Counseling	3	None
MSPSY-CMHC529**	Approaches to Group Psychotherapy	3	None
MSPSY-CMHC541	Research Design and Evaluation	3	MSPSY-CMHC540
MSPSY-CMHC542	Thesis Research and Completion	3	MSPSY-CMHC541
MSPSY-CMHC550	Internship Seminar & Professional Development I - Community Placement	3	All foundation and core requirements and permission of the program director
MSPSY-CMHC551	Internship Seminar & Professional Development II - Completion	3	MSPSY-CMHC550
***These courses may be offered during the First Year of studies.*			
THIRD Year			
MSPSY-CMHC552	Internship Seminar & Professional Development III	3	MSPSY-CMHC551
MSPSY-CMHC553	Internship Seminar & Professional Development IV	3	MSPSY-CMHC552
TOTAL		66	

Upon the successful completion of the first year of the MSPsy Program (approximately 10 courses), students are required to take and pass a Competence Exam. The Competence Exam will provide evidence of skills acquired and student ability in the field. Additional details regarding the structure and the date and time of the exam will be provided by the Program Director. Once a student passes the Exam, s/he will have earned the Certificate in Psychology with a Concentration in Clinical Psychology or with a Concentration in Clinical Mental Health Counseling. For additional information regarding the Certificate in Psychology, kindly refer to the appropriate section further below.

Achieving Competence

Student competence is assessed in the program through a combination of traditional academic and skills-oriented measures. Foundational classes largely use papers and exams, whereas assessment and intervention courses focus upon a demonstration of skill acquisition.

However, the program does not simply view competence as being narrowly limited to traditional testing or papers. Working with data sets, constructing research proposals, conducting a research study, making presentations, demonstrating interviewing and assessment and other therapeutic skills are the main activities in which Clinical Psychology and Clinical Mental Health Counseling students participate. In general, the program promotes a testing to competency model in which skills are assessed. Faculty assess the competencies of students in each course and thesis research project based upon learning outcomes and methods of evaluation stated in each course syllabus.

Practicum experiences further enhance a student's competency development through their participation in the HAUniv Counseling Center and various Internship sites. An overall six hundred (600) hour internship experience is a major requirement in the developing of professional identity and competence as clinicians. Research competency is demonstrated through the successful preparation of a research proposal, the execution of a project based upon that proposal, the collection and analysis of data and the preparation of a research manuscript as a final thesis project acceptable in format and content to the faculty of the Clinical Psychology program and Clinical Mental Health Counseling program concentrations.

Personal Therapy

It is quite customary for personal issues to arise for students during their studies in psychology. In addition, having personal knowledge and experience of the therapeutic process from the unique perspective of a client is an invaluable learning experience for a future therapist. Thus, students are required to be involved in personal therapy while completing their Master of Science in Psychology degree. Prior to graduation students must

complete 60 sessions of individual, couples, family and/or group therapy, and it is highly recommended that MSPsy candidates begin sessions within their first semester of the program.

- Therapists must be licensed as a Psychologist who engages in evidence-based therapies, or a certified Mental Health Counselor. If a referral is needed, please contact the Director of the Counseling Center for assistance. Referrals comply with the University's conflict of interest and dual-relationship policy.
- Only psychotherapy groups fulfill this requirement. Groups created for the purpose of being a psycho-educational, marriage/pre-marital, support group, 12 step programs, or other non-psychotherapy formats will not be accepted. If you have questions about the acceptability of a specific group, the Program Director will be happy to assess the group prior to you beginning sessions and, if it meets the requirements, will give approval.
- Individual sessions are to be at least 45 minutes in length; group therapy sessions are to be at least 90 minutes in length.
- Personal therapy requirement will be considered to be fulfilled when the student submits a formal letter from the licensed Psychologist(s) and or the Mental Health Counselor(s) signed and dated, which indicates the required number of therapy sessions have been completed. This letter should be submitted directly to the Director of Psychology Programs either in hard copy or via email.
- Therapy sessions must be in person (versus online).
- Therapy requirement may be fulfilled through multiple therapists.
- Therapy sessions must be accrued concurrent with enrollment in the program. Sessions in which the MSPsy candidate participated in before initiating the program do not fulfill this requirement.
- Professors and other professionals involved with the graduate psychology program may not provide personal therapy for students.
- Sessions which count for fulfilling this Personal Therapy requirement cannot be counted towards Internship I or II hours.

Certificate in Psychology

with a Concentration in Clinical Psychology or in Clinical Mental Health Counseling

Description of the Certificate in Psychology:

The certificate is conceptualized as demonstrating that MSPSY candidates meet the requirements of Part I of the MSPSY in Psychology program. It covers of the foundations of: clinical theory and skills, cognitive behavioral therapy, ethical practice and cultural competence.

It is addressed to all MSPSY candidates who complete the first half (10 courses) of the MSPSY Program and it is a prerequisite for being accepted onto the second year (Part II) of the program. Furthermore, it is addressed to candidates who seek to receive introductory training in psychological theory and clinical skills but who do not wish to or cannot meet the full requirements of the MSPSY Program. It is also addressed to professionals in the field of mental health or in related disciplines who wish to receive a clinical "top-up" to their existing knowledge.

The certificate candidate is required to undertake and successfully complete a minimum of 10 MSPSY courses. Out of those, the candidate is required to take all the 6 main courses and choose 4 elective courses from the tables below according to the direction they wish to follow. It is envisaged that after completing the 6 prerequisite courses the candidate will be offered the flexibility to choose those electives which apply more closely to their personal and/or professional interests. In order to successfully complete the Certificate in Psychology, students must take and pass a Comprehensive Exam. The Comprehensive Exam will provide evidence of skills acquired and student competence in the field. Additional details regarding the structure and the date and time of the exam will be provided by the Program Director.

Certificate in Psychology Structure (10 courses / 30 credits)

Requirements (6 courses / 18 credits)

Course Code	Course Title	Credits	Prerequisites (Course Codes)
MSPSY501	Foundations of Clinical Psychology	3	None
MSPSY503	Social and Cultural Diversity in Clinical Practice	3	None
MSPSY505	Ethical, Legal and Professional Issues in Clinical Psychology	3	None
MSPSY512	Psychopathology and Diagnosis	3	None
MSPSY520	Clinical Interviewing and Consultation	3	None
MSPSY524	Cognitive Behavioral Psychopathology I	3	None

Electives (4 courses / 12 credits)

Course Code	Course Title	Credits	Prerequisites (Course Codes)
MSPSY510	Developmental Psychology Across a Lifespan	3	None
MSPSY521	Clinical Assessment Instruments	3	MSPSY520 or permission of the instructor
MSPSY522	Career Counseling and Lifestyle Development	3	None
MSPSY525	Cognitive Behavioral Psychotherapy II	3	MSPSY524
MSPSY526	Cognitive Behavioral Psychotherapy III	3	MSPSY525
MSPSY528	Couples and Family Counseling	3	None
MSPSY529	Approaches to Group Psychotherapy	3	None
MSPSY530	Counseling for Chemical Dependencies	3	None
MSPSY550	Internship Seminar I-Community Placement*	3	All foundation and core requirements and permission of program director

Note that this course requires the completion of MSPsy525, MSPsy526 in addition to the 6 required courses listed above, as well as the permission of the Program Director. The MSPsy526 course may be substituted by another course which is a skills training and competencies course.

Objectives and Competencies:

The following learning objectives and specific competencies are used to assess the broader teaching/learning program goals articulated for the MSPsy Program Description and are specific to the Certificate in Psychology.

- Outcome 1: Objective 1: Base of Knowledge. Students will possess a broad foundation of knowledge pertinent to their development as clinical psychologists.
    - Competency 1b: Through papers, reports, examinations, classroom discussions and exercises, students will demonstrate their knowledge of theories and techniques of counseling.
    - Competency 1c: Students will demonstrate knowledge of the rules that govern professional standards and the ACA and APA ethical standards by applying the rules of ethical behavior in research and clinical psychology practice.
- Outcome 2: Objective 2: Assessment/Appraisal Skills. Students will be able to assess the psychological functioning of individuals and to communicate their assessments to others.
    - Competency 2a: Students will be able to interview clients, construct individual case formulations, diagnose, and recommend appropriate interventions.
    - Competency 2b: Students will be to administer, score and interpret career counseling instrumentation.
    - Competency 2c: Students will observe, note and recommend additional formal assessment in the cognitive domains of intelligence, memory, academic ability, and perceptual-motor proficiency, and the personality/psychopathology domain as needed.
- Outcome 3: Objective 3: Intervention Skills. Students will understand and be able to apply the techniques of cognitive-behavioral-oriented psychotherapy in a variety of applied settings.
    - Competency 3a: Students will interpret and explain the principles and techniques of applied behavior analysis and cognitive-behavioral therapy, in both oral and written form.
- Outcome 4: Objective 4: Research Skills. Students will understand research methods, design and conduct research studies, analyze data and competently evaluate research findings.
    - Competency 4a: Students will interpret scientific literature, evaluate its significance and understand its contribution to existing knowledge.

Overview of the Ph.D. Program in Language and Communication

Ph.D in Language and Communication is globally focused, interculturally informed and professional in orientation. It features eight core courses on topics such as Research Methodology, Discourse Analysis, Critical Applied Linguistics, Text Linguistics, and Intercultural Communication. Building on the common foundation of these courses, students will then specialize in one of the following three strands: Second Language Education, Intercultural and Professional Communication and Translation and Interpreting. The program consists of 1 to 2 week intensive on-site courses, online guided support, and a dissertation that involves the design and implementation of a field-based or workplace-related research project. The program provides advanced-level training in the academic study of a range of linguistic and cultural issues through coursework and substantial research components. The Program is intended for a broad range of working professionals in a variety of occupational fields.

Objectives & Learning Outcomes

Objectives

The objectives of the Ph.D. program are to:

- provide students with an in-depth understanding of theoretical issues in the field of Applied Linguistics and Communication
- enable students to evaluate empirical Applied Linguistics and Communication studies in diverse professional settings.
- enable students to conduct empirical research in Applied Linguistics and Communication in different cultural settings.

Learning Outcomes

Upon completing the program, students should:

- have the ability to compare and evaluate different trends and theories in Applied Linguistics and Communication
- be able to apply acquired knowledge and competence in a variety of different professional contexts
- be able to apply research skills in designing and implementing qualitative and quantitative studies in the chosen area of specialization while adhering to professional ethical principles

The Structure of the Program

Orientation

Orientation provides the students with an opportunity to get acquainted with the University community. They meet faculty and fellow students, visit the facilities, receive useful information on their course of study and University services and participate in team building exercises that help them establish relationships with other students. Students also receive training in the use of technology and Library resources of the University.

Curriculum

The curriculum for the Ph.D in Language and Communication, is intended to combine doctoral research with a taught element and thus sets out with eight 3-credit General Modules and three 3-credit discipline-specific Research Seminars tailored to the needs of individual Ph.D. candidates. While these offerings may be varied in number and content as the program develops, they currently form a sequence that provides a solid foundation and responds to needs generally recognized as part of the natural progression of all Ph.D. students: from basic tools of doctoral research and academic writing, to specific concerns relating to individual projects.
The course offerings (33 credits – 66 ECTS) are supported by three kinds of continuous assessment of student progress. The various assignments are designed to nurture a research stance and the competence to sustain such a stance:

i. Seven assignments/Project Papers, relevant to courses taught and to the student's own research interest (7 credits – 14 ECTS).
j. Two Qualifying Papers covering, and ultimately forming the core of, the Literature Review and the Methodology and Analysis components in the student's dissertation (6 credits).
k. The Dissertation, which will earn the candidate 12 credits.

The subject areas covered by the General Modules and the discipline-specific Research Seminars, as well as by the various take-home assignments/ Project Papers and the Qualifying Papers, are appropriate to the main goal of attaining competence in the general field of Applied Linguistics and Communication and in the student's chosen field of study. These offerings are planned to reflect a commitment to developing expertise in the subject of Applied Linguistics and Communication and to demonstrate some awareness on the part of the student of the extent and range of current knowledge in the area of study.

Dissertation (12 credits – 24 ECTS)

At the end of the taught part of the course, students will be required to write a dissertation on a topic that will be agreed on with their supervisor. Advice and guidance is given in formulating and refining the research topic, designing and conducting research, analyzing data, literature review, and documentation of sources. The dissertation offers students the opportunity to carry out independent research in an area of their interest and to apply the knowledge and the skills they have acquired to the investigation of a particular issue or problem.

Program Requirements

Ph.D. Courses, Credits & Teaching Hours

Course Code	Course Name	Credits	Pre-requisites (Course Codes)
General Modules			
DAL01	Quantitative Research Methods	3	None
DAL02	Qualitative Research Methods	3	None
DAL03	Discourse as Data: From Analyzing Discourse to Writing up the Analysis	3	None
DAL04	Critical Applied Linguistics	3	None
DAL05	Communication Across Cultures	3	None
DAL06	Different Perspectives on Discourse Analysis	3	None
DAL07	Text-Discourse-Genre	3	None
DAL08	Research Seminar (with introduction to the 3 strands	3	None
Research Seminars			
RS1	Discipline Specific Research Seminar 1	3	
RS2	Discipline Specific Research Seminar 2	3	
RS3	Discipline Specific Research Seminar 3	3	
Project Papers			
Project Papers	7 Project Papers	7	
Qualifying Papers			
QPs	2 Qualifying Papers	6	
DISSERTATION			
DAL61	Dissertation	12	
TOTAL		58	

Ph.D. Program Teaching Hours

ACTIVITY	DAL 01	DAL 02	DAL 03	DAL 04	DAL 05	DAL 06	DAL 07	DAL 08	RS1	RS2	RS3
Contact	36	36	36	36	36	36	36	36	24	24	24
Advisory	4	4	4	4	4	4	4	4	12	12	12
On-line	10	10	10	10	10	10	10	10	14	14	14
Total	50	50	50	50	50	50	50	50	50	50	50

ACTIVITY	Dissertation
Advisory-contact and on-line	30
Conferences	15
Total	45

Faculty assess the competencies of students in each course, and evaluate progress with the dissertation, based upon learning outcomes and methods of evaluation stated in each course syllabus.

Admission Requirements for the Ph.D. Degree in Language and Communication

Every application packet is reviewed individually. Therefore, it is important that we meet our potential students in person. If this is not feasible, we will contact each candidate and speak over the phone. The interview will be conducted by a faculty member from the Department and will revolve around a candidate's prior academic and professional experience.

Admission to the Ph.D. program is based on prior academic performance at the graduate level, professional work experience, and proficiency in the English Language. Applicants who are eligible for unconditional admission to the program should meet the following requirement:

- An undergraduate and a graduate degree from an accredited college or university

Acquiring Ph.D. Candidacy

Students acquire that status upon completion of all courses and once they submit a proposal for their dissertation and Qualifying Papers (QPs). The proposal for the Dissertation and Qualifying Papers is a joint one and is submitted following the guidelines made available by the PhD Program Administration. The proposal is open to revision following QPs and before registering for the dissertation. Following approval of the research proposal students acquire PhD candidacy and following completion of QPs students acquire an ABD status.

Financial Aid-Scholarship Revocation

The Director reviews each year the academic standing of students and may recommend revoking of scholarship based on academic performance. Academic standing for the courses is evaluated based on GPA while for the QPs and Dissertation evaluation reports are a key component of continuing or discontinuing PhD status.

Ph.D. Course Enrollment

PhD students admitted to the program are informed by the PhD Associate Director on the courses they should register for. Students register by contacting the Office of Registrar informing the office on the courses they wish to register for. When registering for core courses (coded as DALs), students also automatically register for the associated project paper (e.g. DAL 03 and DAL 43). If students pass the core course but fail to submit or successfully meet the requirements for the project paper, then they have one year to submit the paper following the agreement of the faculty member in charge of the course and the project paper and with the consent of the Program Director. It is also the students' responsibility to be aware of registration dates, add/drop policies, fee payments and schedule adjustment procedures. This information can be found on the University website http://www.hauniv.edu/.

Duration of Enrollment

Students have 3 years of full-time enrollment upon registration for the Dissertation. In exceptional circumstances where enrollment is affected by parameters outside the control of the student, an extension request needs to be submitted to the PhD Administration and approved. Overall enrollment cannot extend for more than 8 years. Director of the Program has the right to revoke PhD candidacy in the event of significant delays in submission of deliverables. Revoking of PhD candidacy is done following assessment of PhD evaluation reports and consultation with supervisor. The decision to revoke PhD candidacy is communicated

to the Provost who receives a rationale on the grounds for revoking. The final decision is communicated to the student by the Office of the Provost.

Confirming and Revoking Ph.D. Candidacy

PhD candidates have **one calendar year (upon registration)** to complete both Qualifying Papers. Extensions can be granted following formal submission request to the PhD Administration. Dissertation students are originally granted 3 years to complete their dissertation requirements (2+1). Progress reviews are a necessary evaluation mechanism for each candidature. Interim reports are requested every year by the Director of the Program. The purpose of evaluation reports is as follows:

- Monitor student performance
- Confirm candidacy by confirming that student progress remains satisfactory and in line with the timeline of the completion of studies
- In case of unsatisfactory progress, student candidacy may be subject to revoking. Decisions to revoke candidacy are taken by the Director of the Program and the supervisor, who evaluate the interim reports. In case of one failed interim report students have the chance to submit a second one within 3 months. If the second report is unsatisfactory, the PhD Director may revoke candidacy. Revoking of PhD candidacy is done following assessment of PhD evaluation reports and consultation with supervisor. The decision to revoke PhD candidacy is communicated to the Provost who received a rationale on the grounds for revoking. The final decision is communicated to the student by the Office of the Provost.
- Confirm that there is appropriate development of research skills
- Confirm if there are changes in the research vis – a -vis the original proposal submitted.

Students who lose their candidacy at the Dissertation stage retain their ABD status and can apply for re-admission to the program.

Reference Letters

We advise students to seek reference letters from faculty members who have been their PhD supervisors or advisors. When asking for a reference letter the students should always indicate the reason why they are asking for the letter of reference and give information as to whom it should addressed. Students should also inform the Director of the Program on their request for the letter of reference.

Note for Referees

- Once the candidate has registered the referee details, the referee will receive an e-mail with access details for submitting their reference letter online. Referees should give their opinion of the candidate's intellectual ability, knowledge in his/her field, motivation for research, capacity to work in a group, oral and written expression.
- Referees may use their own reference format, including however the logo of Hellenic American University.
- When writing a letter of reference, referees should use their affiliation as visiting faculty of the PhD program in Language and Communication. They should use password-protection, electronic signatures or logos.
- Referees should also inform the Director of the Program on the request filed by the student.

English Language Bridge Program Courses

ESAP01 General English I

Students are exposed to reading and listening material, adapted for educational purposes and engage in language production through structured dialogues, conversations, and paragraph writing. The course introduces the fundamentals of English grammar and develops basic communicative skills in the language, including listening, speaking, reading and writing. The course is flexible in terms of content and aims to assist students in acquiring the necessary language skills to participate in an international community.
Credits: noncredit bearing course

ESAP02 General English II

Students are exposed to reading and listening material, adapted for educational purposes and engage in language production through structured dialogues, conversations, and paragraph writing. The course teaches students to understand and to speak at a basic level of English. The course's main objective is to enable students to use sentences and expressions of everyday life. The course is flexible in terms of content and aims to assist students in acquiring the necessary language skills to participate in an international community.
Credits: noncredit bearing course

ESAP03 General English III

Students are exposed to reading and listening material, adapted for educational purposes and engage in language production through structured dialogues, conversations, and paragraph writing. The course enables students to understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. The course is flexible in terms of content and aims to assist students in acquiring the necessary language skills to participate in an international community.
Credits: noncredit bearing course

ESAP04 General English IV

Students are exposed to reading and listening material, adapted for educational purposes and engage in language production through structured dialogues, conversations, and paragraph writing. The course enables students to understand the main ideas of complex text on both concrete and abstract topics, as well as to interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. The course is flexible in terms of content and aims to assist students in acquiring the necessary language skills to participate in an international community.
Credits: noncredit bearing course

ESAP05 General English V

Students are exposed to reading and listening material, adapted for educational purposes and engage in language production through structured dialogues, conversations, and paragraph writing. The course exposes students to a wide range of demanding, longer texts and enables them to use language flexibly and effectively for different purposes. The course is flexible in terms of content and aims to assist students in acquiring the necessary language skills to participate in an international community.
Credits: noncredit bearing course

ESAP06 General English VI

Students are exposed to reading and listening material, adapted for educational purposes and engage in language production through structured dialogues, conversations, and paragraph writing. The course enables students to show great flexibility in reformulating ideas in differing linguistic forms to convey finer shades of meaning. The course is flexible in terms of content and aims to assist students in acquiring the necessary language skills to participate in an international community.
Credits: noncredit bearing course

ESAP07 Writing, Communication and Research Skills

This course is specifically designed to help students become better writers in their discipline, and overall, provides students with a thorough understanding and practice of presentational speaking skills, and familiarizes them with situations that they might face in their personal and professional lives. Moreover, throughout the course, students practice research and writing for diverse audiences and purposes through describing, analyzing, evaluating, synthesizing and presenting persuasive arguments while drafting, revising and editing.
Credits: noncredit bearing course

Mathematics Placement

MATH90 Fundamentals of Mathematics

The course develops different algebra and pre-calculus mathematical techniques. It investigates various examples and applications, emphasizing analytical thinking and quantitative reasoning. It presents exponents and radicals, linear and quadratic equations, inequalities, systems of equations, systems of inequalities. Topics include linear and quadratic functions.
Credits: noncredit bearing course

General Education Courses

GE103 Developing the Global Citizen

Developing the global citizen focuses on the themes of intercultural competence, social & personal responsibility, integrated learning from global, cultural, historical and political perspectives. From local to global, students will review and discuss issues of diversity, civic and democratic engagement, cyber-citizenship, corporate social responsibility, and intercultural communication. This includes gaining understanding of asymmetrical globalization and unequal power relations, promoting engagement in global issues, and an ethical relationship to difference. As with the "butterfly effect" what one chooses to do individually affects the larger society towards growth and positive change. Using an interdisciplinary and intercultural approach the course outcomes aim to enhance students' self-awareness as global citizens while working towards attainment of the university's mission.

Prerequisites: Co-requisite:GE105 Credits: 3

GE105 Writing I: Academic Literacies

Develops writing skills through assigned readings and critical analysis of imaginative, expository and argumentative texts. Texts used are representative of the wide range of material in the disciplines that comprise the undergraduate curriculum. The works of professional writers from different social and cultural backgrounds will be used to feature a variety of writing skills and styles. Students practice composition, editing and rewriting of their own texts.

Prerequisites: None Credits: 3

GE106 Writing II: Expanding Academic Literacies

Guides students through the stages involved in researching and writing a research paper. Intensive and focused expository and argumentative writing requires that students provide evidence of their developed understanding of the writing process. Students practice researching and writing for diverse audiences and for different purposes. In the processes of drafting, revising, and editing their papers, students will describe, analyze, evaluate, synthesize, and present persuasive arguments.

Prerequisites: GE105 Credits: 3

GE107 Beginning Spanish I

Introduces the fundamentals of Spanish grammar and develops basic communicative skills in the language, including listening, speaking, reading, and writing. This course exposes students to the most relevant aspects of Hispanic culture through the class sessions, as well as through assigned introductory reading. Audio-visual materials used throughout the course will enhance students' listening and speaking skills.

Prerequisites: None Credits: 3

GE108 Beginning Spanish II

Teaches students to understand and to speak a basic level of Spanish and to get acquainted with the Hispanic culture. The course's main objective is to enable the student to use sentences and expressions of everyday life. It expands on the grammar and vocabulary introduced in GE107 and enhances students' knowledge of Spanish through the basic communicative skills: listening, reading, speaking, and writing, while focusing on conversational skills.

Prerequisites: GE107 Credits: 3

GE109 Intermediate Spanish I

Enables the student to become a basic user of the foreign language. Students continue the development of the basic communicative skills in Spanish. Further grammatical phenomena and vocabulary develop their knowledge of the language. Exposure to texts concerning the Hispanic culture help students analyze the most relevant cultural and social aspects. This course is taught entirely in Spanish.

Prerequisites: GE107, GE108 Credits: 3

GE110 Intermediate Spanish II

Continues the development and mastery of the communicative skills in Spanish. This course is the second of the intermediate Spanish language sequence. Students get acquainted with most grammatical phenomena, expand their vocabulary (by becoming familiar with idioms of everyday language), and develop their writing competence and further their communication skills. At the end of the course, students will be at level A2 (according to the Common European Framework of Reference), able to take the corresponding exam for the A2 Diploma.

Prerequisites: GE107, GE108, GE109 Credits: 3

GE112 Critical Thinking

Focuses on the development of thinking and analytical skills that enable students to evaluate and meet the many professional and social demands made of them as learners and citizens in a global world. Students will acquire the ability to critically reason and assess situations by using methods of effective argumentation and analysis. Essential principles of the critical thinking process will be introduced to aid in developing competencies of reasoned decision-making that are applicable across the disciplines. This course emphasizes multicultural perspectives, understanding conflicting value systems, and ethics in argumentation and decision-making.

Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE113 Values, Ethics and Social Responsibility

Introduces special topics and themes related to issues of 'Values, Ethics & Social Responsibility'. This interdisciplinary course focuses one of several different disciplines each term, with professors from across the disciplines presenting the material from the perspective of their subject areas. The course involves discussion and critical analysis of various case studies and issues, which will be explored by students from the perspective of their own communities and cultures. The course also explores how differences in world view affect the wider communities.

Prerequisites: GE105, GE106; Co-requisite: GE115 Credits: 3

GE115 Public Speaking

Describes the process of effective speech communication by first defining the specific purpose of a speech. This course provides instruction and guidance in the development of the oral communication skills which are essential to successful public speaking. Activities in class emphasize the development, organization, and presentation of informative and persuasive speeches, training in verbal and nonverbal communication methodologies, as well as the process of evaluating and constructively critiquing public speeches.

Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE116 Beginning Arabic I

Introduces students to the Arabic language. Through classes students are exposed to the particularities of the Arabic language and culture. Students develop writing, listening and speaking skills through traditional in-class exercises and audio-visual material, and engage in language production through formally and informally structured conversations and paragraph writing.

Prerequisites: None Credits: 3

GE117 Beginning Arabic II

Teaches students essential grammatical phenomena that will enable them to read a wide range of texts that reflect everyday interaction. At the same time the course develops their writing, listening, and speaking skills. Specially designed audiovisual material is used to give students an idea of life in Arabic-speaking countries and to familiarize them with the socio-cultural background of the language.

Prerequisite: GE116 Credits: 3

GE120 American Government and Politics

Focuses on the structure and processes of American government and policies. Class topics include basic constitutional principles, the theory and practice of representative government, and the organization of a specifically American political system. Students will examine the political and ideological background of the American constitution as it relates to its current form. The course will emphasize the analysis of federal, executive, congressional and judicial processes as well as more recent governing policy issues.

Prerequisites: GE105, GE106; Co-requisite: GE115 Credits: 3

GE126 Personal Finance I

Is designed for students who want to improve their ability to define and attain their financial goals. The course begins with the fundamentals of the financial planning process and proceeds to cover topics such as personal financial goals, opportunity cost, the time value of money, family budgeting and spending, financial products and services, types of credit, debt management, consumer activities, housing and home buying, property and casualty insurance, health and disability insurance, life insurance, investing and investing alternatives.
Prerequisites: None Credits: 3

GE127 Personal Finance II

The course begins with planning family spending and covers issues of risk management (insurance), taxes, wealth accumulation, investing, and wealth distribution (retirement and estate planning). Students learn financial modeling techniques and the basics of money psychology and counseling skills. In a concluding case study, students discover what a planning engagement entails and how the various aspects of the discipline are integrated.
Prerequisites: GE126 Credits: 3

GE135 World History

Provides a history of the human community from antiquity to the present with a focus on the history of civilizations and the patterns of regional and broader global integrations. The class discusses similarities, differences and qualities of various civilizations in the pre-modern (to 1500 A.D.) and the modern (1500-present) eras. This course highlights social, cultural, and economic influences and interactions. In addition, it will explore the making of the modern world, with emphasis on international relations and culture.
Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE138 Art Appreciation

Introduces students to the artistic experience and the world of art in a sophisticated way, providing them with the language with which to discuss all types of art. Students explore different ideas, approaches and purposes of art. Students learn about the various forms of visual art and its historical classification, studying and viewing ancient art from all over the world and progressing through the significant movements in art through the ages.
Prerequisites: None; Co-requisite: GE105 Credits: 3

GE139 Second-guessing the News: The Challenges and Consequences

Takes an interdisciplinary approach to current events in the community and in the world, encouraging students to investigate available materials from newspapers, DVD scenarios, and professional and popular journals. Students will be asked to focus on strategies of communication, explorations of public opinion and leadership models as well as corporate image-making and survival tactics. The course areas of study include Communications (private and public media functions), Government, and Policy-forming Institutions.
Prerequisites: GE105, GE106; Co requisites: GE112, GE115 Credits: 3

GE140 Drawing and Design

Introduces students and assists them in developing their artistic potential. The class discusses problems in drawing, painting, and design using a variety of processes and material. The course also introduces students to digital design and exposes them to fundamental techniques and principles of Web pages and other popular sites. Students will learn how to analyze and criticize Web design from a functional and aesthetic point of view, and how to develop a Web page with available software tools.
Prerequisites: IT100 Credits: 3

GE141 Athens Across the Ages

Surveys the city of Athens from its ancient origins as a small village at the foot of the Acropolis, first settled in 4500 BC, to modern times, where it became the sprawling capital of Greece and home to four million people. Class meetings are organized chronologically and arranged so as to acquaint the student with significant historical events. The course will also explore the development of ideas and movements in art, philosophy, politics, religion, including their impact on society though the ages as well as their legacy in modern times.
Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE142 Music Appreciation

Provides an introduction to the world of music and a survey of the history of Western classical music from the Middle Ages to the present. The course focuses on a select group of great compositions and composers with emphasis in the relationship between music and society. It also provides fundamental information on music theory. It is designed to be an enjoyable introduction to the world of classical music. A musical background or training is not assumed or required.

Prerequisites: None; Co-requisite: GE105 Credits: 3

GE144 Introduction to Theater and Drama

Introduces students to fundamental dramatic genres by exploring the works of key directors, practitioners and artistic movements. Starting from Stanislavski and Brecht, the class will explore Dada, the Surrealists and the Theatre of the Absurd. As well as exploring the philosophy of each artistic movement, students will discuss and analyze selected texts in order to achieve a thorough understanding of both the theory and the practice of theater. The text analyses will be accompanied by some practical group work in the class. There is no need for prior acting experience.

Prerequisites: None; Co-requisite: GE105 Credits: 3

GE145 Principles of Sociology

Studies and analyzes fundamental issues and problems of group life, social organization, culture, interactive processes and socialization, deviance, social inequality, social institutions, and the dynamics of modern society through sociological approaches. Class topics include the sociology of the family, religion, education, law, work, poverty and the relationship of society and the environment.

Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE146 Acting: Theory and Practice

Having been introduced to major dramatic movements, students focus on the practical realization of important acting theories and methods. The class approaches texts-representatives from each dramatic genre and works in detail towards their presentation on stage. Students also investigate character work and explore exercises in relation to movement and voice.

Prerequisites: None; Co-requisites: GE105, GE144 Credits: 3

GE148 Greek Drama: Tragedy and Comedy

Introduces students to the origins of theater. The course looks at the first instances of theater practice in ancient Greece, starting from the dithyramb, and how they developed into ancient Greek drama. It examines important works from the ancient Greek drama genre - both tragedy and comedy. In addition to discussing myth, the course also explores music, a very significant element of ancient Greek drama, and looks at works of opera and film that are based on Greek drama.

Prerequisites: None; Co-requisite: GE105 Credits: 3

GE149 Theater Production

Presents the process of producing a play - from the first reading to its staging. Students explore the roles of all the collaborators in a theatre production (director, actors, designer, composer etc.) and realize them in practice. Depending on the students' interests, the play to be approached will be either from the world repertory or a new work composed by the students. The course will be completed with a performance presented by the students. Interested students are invited to have a short discussion/interview with the instructor before enrolling in the course.

Prerequisites: None; Co-requisites: GE105, GE144 Credits: 3

GE150 Introduction to Musical Theater

Approaches the genre of musical theater in both analytical and creative terms. The course includes discussion of musical theater masterworks and analysis of their form and techniques. Students investigate the works' sociological context, their content and the relationship between music, text and dance. The course will be completed with a performance/compilation of scenes from musicals studied in the term, arranged and presented by the students.

Prerequisites: None; Co-requisite: GE105 Credits: 3

GE151 Aesthetics and the Arts

Familiarizes students with theories of aesthetics to better understand the arts. The course explores fundamental concepts such as beauty, appreciation and interpretation and analyzes them in the context of the dramatic arts. Students read works by theorists such as Kant, Nietzsche, and Schopenhauer in order to approach drama at a deeper level and investigate its relation to the other arts.

Prerequisites: None; Co-requisite: GE105 Credits: 3

GE153 Strategies in Performance I

Students first meet with the instructor(s) to identify the central subject of the performance and then create a devised piece around this subject. The piece is then developed using a combination of several art forms that are explored in a variety of spaces – from indoor theaters to sites around the city of Athens or even other cities in Greece, which students visit with their instructors. The students will get familiar with different artistic forms and work on their combination for the result of a new project. Collaboration is the main objective, which will now be developed outside the class in more demanding, yet more fascinating conditions.

Prerequisites: None; Co-requisite: GE105 Credits: 3

GE154 Strategies in Performance II

Investigates the creative process through a series of interdisciplinary performance-oriented projects. Students work with the instructor(s) to find a focus for the project - the subject – which they then work collaboratively on developing. The primary matrix is site-specific performance, but the project also embraces a wide variety of venues, from public performances in recognizable theater spaces, to related products such as texts, images & videos posted on the web, "micro-performances" (which may be as short as a minute) that may be staged or improvised, and gallery installation/performances. The course also draws on the study of art history, contemporary art & performance, site analysis, drawing & photography, videography, writing, web design, and 'actor work' (voice, movement, etc.) -- as well as investigations into composition, design, color, light, use of 3D space and other nuts-and-bolts of art work. The idea is to focus on process, to develop ideas with the participants in an organic way, to expand our sense of what performance is, and to expand the participants' sense of themselves as artists.

Prerequisites: None; Co-requisite: GE105 Credits: 3

GE155 Sustainable Planet

Focuses on basic and current understandings of environmental problems and ecological principles - the foundation of a living planet. Students become aware of the impact of past and present management decisions on the state of our environment, as well as the ecological requirements for a sustainable society. The course reviews a range of options for businesses, starting from minimal compliance with environmental regulations to the uses of innovative designs in providing a comparative advantage.

Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE156 Environmental Management and Sustainability – "Green Business"

This course is designed to provide a practical overview to the management of environmental issues as practiced in today's business world, and how these issues are likely to develop in the future. Environmental Management and Sustainability provides the basic foundations to those pursuing careers in private business, environmental consulting or government.

Prerequisites: GE105, GE106, GE155 Credits: 3

GE157 A Walk Across Greece

This course takes students on a journey across the country for a series of interactive excursions exploring the history of Greece through day hikes, walking tours and guided visits to regional museums, historical sites and famous monuments. Travelling from the Homeric epics of the Bronze Age to the 19th century War of Independence, students follow the vicissitudes of 5,000 years of history, covering over 1,000 kilometres of geography with peripatetic lectures and group discussions.

Prerequisites: None Credits: 3

GE158 Sustainable Community Development

Examines the support of regional economies through innovation in business development in order to advance social and ecological values in local communities. This course provides basic knowledge on several aspects of sustainable community development including examination of community needs, financial planning, and

marketing and management issues, while emphasizing the consolidation of public and private interests. Students will engage in applied research on a real project.
Prerequisites: GE105, GE106, GE115, GE155 Credits: 3

GE159 Global Environmental Law & Governance

Investigate the principles guiding environmental policy and decision-making for a sustainable society. Focus will lie on international law, as well as on the role of international and supranational institutions, such as the UN, the WTO, the World Bank etc. Global challenges will be identified and humanity's current and potential response through treaties, conventions and agreements will be critically analyzed. The current system of global governance (or lack thereof) will be investigated, with particular focus on the exchange between multinational corporations, governments and of civil society, and on the role of democratic structures in an era of rapid globalization. The history and political platform of green parties will also be discussed.
Prerequisites: GE105, GE106, GE155 Credits: 3

GE160 European Union Institutions and Policies

Introduces students to the history, structure, institutions, and policies of the European Union. The course explores topics such as new treaties, common policies, financial resources, the European Monetary Unification, as well as the terms and conditions of international business activities as a result of European Union policies. The course also focuses on how activities of member-states can be supported by the economic policies of the EU in accordance with the principles of an open market economy.
Prerequisite: GE105; Co-requisite: GE106 Credits: 3

GE162 International Service Learning

Examines communities that aim to transition towards sustainability. Students will be exposed to the real-life challenges that these communities face in this process and will take part in relevant projects where they will have the opportunity to develop their own proposals under the supervision of project leaders. The course is geared towards students interested in hands-on experience in making change happen under real conditions.
Pre-requisites: GE105, GE106, GE155, GE158 Credits 3

GE163 Comtempotary Greek Culture

A course on Contemporary Greek Culture presents a daring challenge for both instructors and students, as the subject is epistemologically and historically ambiguous. The mere definition of either term composing the course title is a task in itself. However, through the process of familiarizing themselves with key facets of contemporary Greek culture, students embark on a pleasantly intriguing journey through the fascinating history of Greece and its people, which spans more than 5,000 years, and still influences global civilization.
Pre-requisites: None Credits 3

GE170 Fundamentals of Philosophy

Provides students with the opportunity to explore certain core philosophical issues in the areas of epistemology (theory of knowledge), metaphysics (the theory of the nature of reality) and ethics (the theory of what we ought to do) at an introductory level. Among the problems examined are the following: can we know anything? If yes, what are the sources of knowledge? What is freedom and what is its relationship with moral responsibility? Are moral values objective? What is the relationship between morality and happiness? Students are encouraged to acquire a clear understanding of theories proposing answers to the above mentioned problems, but also to take a critical stance towards them and express their views in a clear and accurate way. The course can be useful for dealing with certain problems of professional/social/moral life which require the ability to make decisions on the basis of careful assessment of arguments supporting different viewpoints. Therefore, it has inter-disciplinary relevance across the disciplines.
Prerequisite: GE105 Credits: 3

GE171 Beginning French I

Introduces students to basic vocabulary and fundamental sentence structures in the present and past. Students learn basic French grammar such as verb conjugation and adjective agreement and practice the basic skills of speaking, listening, reading and writing in the present tense with an emphasis upon correct oral and written expression and aural comprehension. Students are also introduced to various aspects of French culture in France and in French speaking countries around the world in the text and through videos and presentations, which may include historical, social and cultural topics.
Prerequisites: None Credits: 3

GE172 Beginning French II

Develops the basic knowledge acquired in Beginning French I, basic vocabulary and fundamental sentence structures in the present and past. Students learn French grammar such as verb conjugation and adjective agreement and practice the basic skills of speaking, listening, reading and writing in the present and past tense with an emphasis upon correct oral and written expression and aural comprehension. Students are also introduced to various aspects of French culture in France and in French speaking countries around the world in the text and through videos and presentations, which may include historical, social and cultural topics.

Prerequisites: GE171 **Credits: 3**

GE173 Intermediate French I

Enables the student to become a basic user of the foreign language. Students continue the development of the basic communicative skills in French. Further grammatical phenomena and vocabulary develop their knowledge of the language. Exposure to texts concerning the French culture help students analyze the most relevant cultural and social aspects.

Prerequisites: GE171, GE172 Credits: 3

GE174 Intermediate French II

Continues the development and mastery of the communicative skills in French. This course is the second of the intermediate French language sequence. Students get acquainted with most grammatical phenomena, expand their vocabulary (by becoming familiar with idioms of everyday language), and develop their writing competence and further their communication skills. At the end of the course, students will be at level A2 (according to the Common European Framework of Reference), able to take the corresponding exam for the A2 Diploma.

Prerequisites: GE171, GE172, GE173 Credits: 3

GE181 Beginning Greek I

Basic Greek 1 is an introductory course (A1 Breakthrough Level) in Modern Greek for speakers of other languages. It introduces students to the language focusing on selected key communicative contexts through which students learn to use fundamental grammatical and syntactic structures as well as the appropriate vocabulary. The course meets the Common European Framework of Reference for the Languages (CEFR) competency scale Beginner to A1 as well as the Novice Can-Do statements suggested by the American Council on the Teaching of Foreign Languages (ACTFL).

Prerequisites: None Credits: 3

GE182 Beginning Greek II

Basic Greek 2 is post introductory course (A1 Waystage User) in Modern Greek for speakers of other languages. It further engages students to a more advanced use of the language on a wider spectrum of communicative contexts through which students learn to communicate their ideas both orally and in writing. This course also prepares students to sit for the A1 examination of the Center for the Greek Language administered in May. The course meets the Common European Framework of Reference for the Languages (CEFR) competency scale A1 to A2 as well as the Novice High Can-Do statements suggested by the American Council on the Teaching of Foreign Languages (ACTFL).

Prerequisites: GE181 Credits: 3

GE190 Cities of Film

The history of cinema and the modern city are intimately related. The evolution of the city shapes urban identity, which in turn finds voice in cinema, a mirror on society. This course explores cinematic representations of life in cities such as Berlin, Los Angeles, Paris, Rome, London, New York and Athens. Students will develop an understanding of how representations of cities on screen reveal national identity, history, the filmmakers' world view, and the forces that shape urban life. Practical exercises will require students to reflect and draw upon life around them in Athens, and then apply the techniques used in the masterworks of world cinema that they study during the course.

Prerequisites: None Credits: 3

GE191 Reading Cinema

Through the study of select masterworks of world cinema, students will expand their knowledge of film history and develop their ability to read and respond to key elements of film form. Expanding a student's understanding of screen grammar and cinematic technique is a powerful foundation to access and discuss the ideas explored in each film studied, expanding their knowledge and appreciation of cinema and the underlying philosophies of each work.

Prerequisites: None Credits: 3

GE205 Intermediate Spanish III

Intermediate Spanish III develops communicative skills and competences studied during the previous four terms. At the same time the course reviews and emphasizes to the fundamental grammar and vocabulary items and permits the students to use the language in an autonomic way. Also the course will be focused to prepare the students for DELE exams (Diploma de Español como Lengua Extranjera B2).

Prerequisites: GE107, GE108, GE109, GE110 Credits: 3

GE206 Intermediate Spanish IV

Builds on essential cultural aspects of Spain and Latin American countries; thus, students develop appreciation of various topics in as history, geography, society, art, tradition and everyday culture of the Hispanic people from the aforementioned countries.

Prerequisites: GE107, GE108, GE109, GE110, GE205 Credits: 3

GE207 Foundations of Hispanic Culture and Civilization

Builds on essential cultural aspects of Spain and Latin American countries; thus, students develop appreciation of various topics in as history, geography, society, art, tradition and everyday culture of the Hispanic people from the aforementioned countries.

Prerequisites: GE107, GE108, GE109, GE110, GE205, GE206 Credits: 3

GE208 Discourse in Hispanic Culture and Civilization

Delves into advanced knowledge in cultural aspects of Spain and Latin American countries, so students get acquainted with topics such as business, history, society, art, tradition and everyday culture of the Hispanic people from the afore mentioned countries.

Prerequisites: GE107, GE108, GE109, GE110, GE205, GE206, GE207 Credits: 3

GE210 The Classical Tradition in Art and Literature

Introduces the founding influences of Latin and Greek thinkers of antiquity, including writers such as Seneca and Plutarch. The course incorporates the influences of European art and architecture and literature from the ancient world. Students trace Greco-Roman traditions and history as they gain an overview of key schools of thought that have carried over from antiquity.

Prerequisites: GE105, GE106, GE112 Credits: 3

GE220 Politics and Society: Comparative Democracies

Establishes the ancient Greek conception of the "Polis" and explores paradigms of government put forward by Plato and Aristotle in some of their major works. The course discusses how America's founding fathers (Jefferson, Madison, Adams), embraced and departed from key assumptions of the ancient Greeks to develop their own views of democracy. Students examine issues such as the rights of the individual in relation to the power of the state and society, the nature and legitimacy of political authority and democracy, the significance of power, economics, justice and equality in social life; and the duties and responsibilities of citizens.

Prerequisites: GE105, GE106, GE112 Credits: 3

GE230 Social Policy

This is an introductory level course in social policy. It covers current debates and research on social welfare policies at a national, European, and international level. It is an interdisciplinary field drawing on other areas of social science such as sociology, economics, and politics. The course will provide students with practical guidance to study and research key social issues such as poverty and social exclusion, the well-being of children, employment, housing, health care, migration, education, criminal justice, social services and community care. It will also review the social, economic, and demographic forces that have shaped and transformed the welfare state in the past decades. It is designed to be suitable for undergraduate students in psychology, Economics and Finance who want to pursuit a graduate degree or a career in health and welfare-related services.

Prerequisites: None Credits: 3

GE301 Civilization and the History of Food and Wine in Greece

This course examines the connexion between food and wine and the evolution of civilization in ancient Greece. The premise that the story of wine is the story of humanity will be explored through the juxtaposition of the Dionysian and Apollonian aspects of human nature. Travelling around the country to experience local wines and regional cuisines students will discover how food and wine changed the very fabric of society by bringing people together to eat, drink and exchange ideas. Through related texts they will examine how these ideas gave birth to the philosophical tradition that formed the basis of western civilization.

Prerequisites: None Credits: 3

GE302 Geo-Mythology

This course explores the role myths have played in human thought and imagination travelling to the geographical settings associated with ancient Greek mythology to analyze the meaning of these stories on various levels. Students follow the narrative of the Greek gods and heroes bringing history, mythology, and philosophy together to discover the persistent "power of myth" and its continued influence over the way we make sense of the world and our place in it.

Prerequisites: None Credits: 3

GE303 Travellers' Greece

Travellers' Greece is an intimate history of humanity as seen through the eyes of a vast array of vagabonds from diverse periods, backgrounds and cultures for a journey to a past that remains ever-present. A 21st century Grand Tour follows in the footsteps of various illustrious travellers such as the historian Strabo, the geographer Pausanias, and the poet and philhellene Lord Byron. Twentieth century literary wayfarers such as Nikos Kazanzakis, Steven Runciman, Lawrence Durrell, Henry Miller, and Patrick Leigh Fermor will also be included. While journeying across the country students will read first hand descriptions by these and other luminaries who were all inextricably drawn to Greece. Along the way students will discover vanished worlds as they continue the travelling literary legacy in a journal of their own to find experiences and reflections merging and diverging with vicarious memories from across the ages.

Prerequisites: None Credits: 3

GE304 Empires of Greece

The history of Greece after the fifth century BCE is the story of empires and occupations, thus this course begins with a study of the Golden Age of Pericles and the making of the Athenian empire and ends with the Ottoman Empire in the early 10th century. Each historical chapter of the story of Greece will be covered by taking students through many picturesque areas of the country in visiting the ruins of these vanished times via a series of on-site lectures. From the shining monuments on top of the sacred hill of the Acropolis to the rambling fortress of Byzantine Mystras or the imposing Venetian castle in Nafplio, each period is a captivating story of a nation that, despite the many invasions and foreign occupations, has managed to retain its own cultural identity from antiquity to the present.

Prerequisites: None Credits: 3

GE305 Pilgrimage: Pagan and Christian Sacred Sites

This course is a study of Greece's Hellenistic and Christian past and the legacy that inspired pilgrimage throughout the ages. In keeping with the ancient Greek maxim ''Know thyself'', students take to the road to re-live some of the most famous pilgrimages in Greece following in the footsteps of both pagans and Christians. Surveying many of the country's most significant sacred sites students will attend onsite lectures on mythology, religion and philosophy.

Prerequisites: None Credits: 3

GE306 The Classical Tradition: The 'Grand Tour' of Greece & Italy

This course traces the evolution of one of the brightest moments of human history with the birth of the classical tradition through to its 'rebirth' in the Italian Renaissance. Onsite lectures take us to the most important sites and artifacts from 6th century Athens to 15th century Rome. As Horace writes; 'conquered Greece took captive her savage conqueror'.

Prerequisites: None Credits: 3

GE307 Sailing the Wine Dark Sea: Semester sailing the Greek Isles

Students will voyage through thousands of years of history sailing through the pristine waters of the Mediterranean. While discovering the beauties of the Greek isles students will also learn life lessons onboard and gain firsthand knowledge of the history, customs and traditions of Greece through organized visits and onsite lectures related to art, history, food and wine. The story of Greek naval history provides the backdrop to our destinations as we sail alongside Themistocles in the naval victory of the Greeks over the Persians, avenge the abduction of Helen with the Spartan king or join the War of Independence heroine Bouboulina in the uprising against the Ottoman Empire. History, myth and legend come together in this course to provide students an incomparable learning adventure on the high seas.

Prerequisites: None Credits: 3

GE308 Greek-Turkish Relations: Redefining Reapproachment in the 21st Century

This course will consider the history of Greco–Turkish relations and establish a dialogue between Greek and Turkish university students. The aim of this dialogue is to foster better understanding between the peoples of both countries in an effort to improve relations, cultivate reconciliation and contribute to regional stability and world peace. Highlighting the fragile interdependence that characterizes geopolitics today the course outlines objectives that aim to dispel myths of the past, emphasize common aspirations, and transcend antiquated perspectives and prejudices. Subverting divisive elements in our cross-border relations through dialogue and cultural exchange is a continual process for effecting political change for the future.

Prerequisites: None Credits: 3

GE/BIOL150 Introduction to Biology

Examines biological structures and processes from the level of molecules to ecosystems. The course is designed to provide a factual and methodological overview of the field, emphasizing the unit of life, genetics, evolution, classification of organisms in the Kingdoms of life and ecology. The practicals offer hands-on experience with the organisms, equipment and protocols used by biologists to determine cell/animal structures, isolate DNA, produce genetically modified organisms, track the spread of diseases, and identify suspects from crime scenes. The course is intended for non-science majors.

Prerequisites: GE105; Co-requisite: GE106 Credits: 4

GE/BIOL200 Human Biology

Introduces the major chemical and biological principles through the study of the human body and emphasizes the interrelationships between the body organ systems. Systems physiology, diseases, nutrition, genetics, and human ecology are the major topics. This is the second course in a two-term sequence of Biology courses for non-majors. The BIOL200 Laboratory is designed to reinforce understanding of the topics covered in lectures.

Prerequisites: GE105, GE106, BIOL150 Credits: 4

GE/BUS200 Perspectives on Business in Society

Introduces students to the basic concepts and principles of business organizations, the management objectives these organizations set and the contemporary issues they face. The course covers a wide range of topics including the conduct of business on a national and international scale, the ethics and social responsibilities of business enterprises, product development, commodity pricing, and the legal environment of business organizations.

Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE/BUS212 Intercultural Organizational Communications

Prepares students for intercultural communication challenges in organizations by addressing the communication skills necessary for effective cross-cultural organizational interactions. This course examines the cultural variables that may define as well as determine the course and success of these interactions within and between organizations. It focuses on the application of intercultural communication skills and insights to various fields, organizations, and situations in order to achieve organizational goals.

Prerequisites: GE105, GE106 Credits: 3

GE/BUS251 Macroeconomic Theory

Covers the overall economic performance of a national economy. The course deals with the determination of the level of the gross national product, employment, prices of goods and services, and the growth of an economy. The course also analyzes the role of money and banking systems, the impact of fiscal and monetary policy on the level of output, employment, prices and the effect of international transactions on a national economy.

Prerequisite: GE105; Co-requisite: GE106 Credits: 3

GE/BUS310 Organizational Behavior

Introduces students to theoretical and practical aspects of human behavior and management in the workplace. The course focuses on understanding and attaining competencies necessary for effective performance at the organizational, group, and individual levels within the firm. Topics include motivation, organizational structure, job design, group dynamics and teamwork, leadership, conflict resolution, power relationships, and organizational change.

Prerequisites: GE105, GE106, GE 115, BUS305 Credits: 3

GE/BUS368 Ideation

This course is an understanding of the ideation process which leads to product, service or business model development. Making use of modern hands-on learning techniques, the course interplays the fundamentals of innovation along with the perspectives of artists, marketers and practitioners who shape novel concepts and create successful brands. The course curriculum is divided into three modules, i.e., idea generation, assessment and prototyping. Key topics include but are not limited to semiotics, process of developing music ideas, idea visualization, international marketing determinants, the process of decision making, business plans crafting and pitching strategies.

Prerequisites: GE105, GE106 Credits: 3

GE/CH100 General Chemistry with Lab

Brief review of fundamentals including stoichiometry, atomic structure, and chemical bonding. Other topics include thermo chemistry, gas laws, properties of solution, and inorganic coordination compounds. Intended primarily for science/engineering majors.

Prerequisites: None **Credits: 4**

GE/EL100 Introduction to Electrical Circuits with Lab

The course covers the following topics: a) Electrical Quantities and Circuit Variables (charge, current, voltage, resistance, power and energy units), b) Circuit Modelling (sources, circuit elements, Ohm's law and Kirchhoff's laws, c) Circuit Reduction Techniques (series, parallel, voltage divider, current divider, delta-star conversion, voltage and current source conversions), d) Circuit Analysis Techniques (mesh and loop current analysis, node voltage analysis), e) Circuit Theorems (maximum power transfer, superposition, Thevenin and Norton), f) Energy Storage Circuit Elements, g) Complex Number Theory (complex plane, polar forms, conversions), h) AC Circuits (sinusoidal waveforms, phase, R.M.S. average values, phasors, analysis using node voltages, loop currents and branch currents).

Prerequisites: None Credits: 4

GE/EL170 Introduction to Design Systems with Lab

Topics to be covered in this course include Logic gates and Boolean Algebra, Combinational Logic, Arithmetic Circuits and common MSI Logic Circuits, Latches, Flip-flops, Registers and Counters, NMOS and CMOS based Logic Gates. The course also includes lab hours with examples based on Digital systems design using Matlab SW.

Prerequisites: MATH150 **Credits: 4**

GE/ENG157 Semiotics and Film, an Introduction

Aims to introduce students to the different approaches to studying film through semiotic analysis. The course explores how a society produces meanings and values in a communication system called semiotics, and specifically focuses on the medium of film. It familiarizes students with the industrial context of film production and film technology and examines film both as narrative and semiotic form. The course provides a brief overview of the language, the history and the reception of film through the examination of cinematic codes and conventions while considering a general theory of signs. By analyzing specific movies, students will learn to recognize different film movements and genres and discuss ideas of social, national, gender and politics representations.

Prerequisites: GE105, GE106 Credits: 3

GE/ENG200 Introduction to Linguistics

Explores the field of linguistics, and serves as a general introduction to the nature, history and use of human language, speech and writing with a focus on English. During the semester, students will investigate the basic theories and methods of the different areas of linguistics, including phonetics, phonology, morphology, syntax, and semantics. Topics include the intricate rule systems that govern language, the similarities and differences among languages, and how spoken language relates to written language.

Prerequisite: GE105; Co-requisite: GE106 Credits: 3

GE/ENG204 Language and Gender

Explores the complex relationships between gender and language structure, use and change, integrating perspectives from sociolinguistics and gender theory. Through readings, lectures, class discussions, and data analysis, students learn about gender-based differences in language use and communication and gender as a social construct that is shaped through language use; explore cross-cultural perspectives on language and gender; and examine the implications of language and gender research in institutional contexts, such as education, law, the media, and business. This course will appeal to students interested in a variety of professional fields, including English language teaching, journalism, psychology, and business.

Prerequisites: GE105, GE106, ENG200, ENG202 Credits: 3

GE/ENG205 Introduction to Translation Studies

Introduces students to the history and function of translation in society. Students learn the multiple ways in which translators work in multilingual and multicultural environments while they become familiar with the main theoretical streams in Translation Studies. Students understand the importance of translation as an area of study and come to appreciate the age-old role translators have played as mediators between societies and cultures. Students gain hands-on translation practice by translating texts from English into Greek.

Prerequisite: GE105, GE106; Co-requisite: ENG200 Credits: 3

GE/ENG215 (GE) Creative Writing

Introduces students to Creative Writing in its most varied application, from writing for the media, advertising and the arts to experiments in the lyric essay, fiction and poetry; the attraction of this course is in its multi-genre and inter-disciplinary application. Students interested in journalism, script-writing, and creative non-fiction, will gain from this introduction as much as those interested in the beginnings of poetry and fiction writing. Readings will take place in the craft of the lyric, non-fiction essay, art reviews, advertisement messages, script writing, story, and poetry. Students learn the basic strategies for writing in multiple, non-academic styles while focusing on the genre of their choice.

Prerequisites: GE105, GE106, ENG220 (and by instructor's consent for non-BAELL students)

Credits: 3

GE/ENG220 Introduction to Literature

Introduces students to literature by providing a broad overview of the three major genres: the short story, poetry, and drama, with some exposure to critical theory; discusses the elements of fiction, poetry and drama, such the role of setting, character, plot, theme, style, imagery, symbolism, metaphors, and tone in fiction and poetry, and the differences between ancient Greek and Shakespearean theatre. Students are introduced to representative texts and the historical/cultural contexts that produced them.

Prerequisites: GE105; Co-requisite: GE106 Credits: 3

GE/ENG225 Women Writers

Introduces students to a comparative approach to literature, gender theory and literary theory, by examining texts by women writers from different backgrounds, namely the UK, US, and Greece. Issues explored include: how (and if) texts by women differ from texts by men, recurring themes in women's writing and the way these have changed through the course of the 20th century, and the ways writing challenges or reinforces existing cultural norms about gender. Writers whose work will be studied is determined by the instructor, these have included, but are not limited to: Virginia Woolf, Kate Chopin, Flannery O'Conner, Toni Morrison, Lilika Nakou, Margarita Lymberaki, Zyranna Zateli.

Prerequisites: GE105, GE106, ENG220 Credits: 3

GE/ENG230 Modern Greek Literature in Translation

Explores the main aesthetic, political, and cultural questions that inform major works of the 19th and 20th centuries in both Modern Greek poetry and prose. It consists of selections and excerpts from the works of such authors as Kavafis, Katzankakis, Seferis, Elytis, Taktsis, Galanaki, etc. placed in their broader European literary landscape. Emphasis will be given on various aesthetic movements and sociopolitical issues such as nationalism, diaspora, immigration, gender, group and individual identity, relations between the center and the periphery, and globalization.

Prerequisites: GE105, GE106, ENG205, ENG220 Credits: 3

GE/GEN100 Introduction to Engineering with Design Lab

Includes an overview of the problems, perspectives, and methods of the engineering profession. Modelling of real-world problems for purposes of optimization, decision-making and design is analyzed. Practical techniques of problem formulation and analysis are also presented. Additionally, practice drawings are explained, and assigned drawings are completed by students both during lab periods and outside of class.

Prerequisites: None Credits: 4

GE/IT100 Information Literacy and Technology Basics

Enhances students' personal productivity and problem solving skills by applying information technologies to problem situations and by designing and using small information systems for individuals or groups. The course enables students to improve their skills as knowledgeable workers in the field. Personal productivity concepts are explored through the use of the features of software applications such as spreadsheets, databases, presentation graphics, and Web authoring.

Prerequisites: None Credits: 3

GE/MATH150 College Calculus

Introduces functions and graphs, continuity and exponential functions. Standard topics to be covered include concepts and rules of the differentiation of one variable functions, the meaning and application of derivatives in decision making management problems, integrals and the limits of one variable functions, as well as rules, interpretation, logarithm functions, definite integral, functions of several variables and application of partial derivatives. Students practice with various mathematical methods and learn how to model and analyze real world examples using mathematical tools and apply deductive reasoning as well.

Prerequisites: MATH90 or its equivalent Credits: 3

GE/MATH200 Probability and Statistics for Non-Business Majors

Introduces discrete and continuous probability spaces, statistical independence, distributions, discrete and continuous random variables, expectations, moment generating functions, limiting distributions, estimation of parameters, confidence intervals, hypothesis testing with applications, linear regression and correlation and multiple linear regressions. Students learn to define probability as a measure of uncertainty and as a set function, apply the algebra of sets and use various counting techniques to determine elementary probabilities. The class includes calculation of probabilities, means, variances, and moment-generating functions, and investigates approximation theorems. Students also study basic statistical inference theory.

Prerequisite: MATH150 Credits: 3

GE/MATH250 Calculus II

Develops different mathematical techniques and investigates various examples and applications, emphasizing in techniques and applications of derivatives and integration, multiple integrals, limits, continuity, series and polar coordinates.

Prerequisite: MATH150 Credits:3

GE/MATH260 Music and Mathematics

This course studies the interrelationships between mathematics and music. It will review some background concepts in music and mathematics as they are encountered. Music concepts covered include diatonic and chromatic scales (standard and non-standard), intervals, rhythm, meter, form, melody, chords, progressions, temperament (equal, mean tone, Pythagorean), just intonation, overtones, timbre, and formants. Mathematical concepts covered include integers, rational and real numbers, equivalence relations, geometric transformations, logarithms, sequences and series, groups, rings, modular arithmetic, periodic functions, and (very basic) harmonic analysis.

Prerequisite: None Credits:3

GE/MATH300 Discrete Mathematics

Covers the development of mathematical tools necessary for algorithmic applications in computer science. The course includes set theory and logic, various algebraic structures, graph theory, Boolean algebra, and computability theory. Students understand mathematical reasoning and logic, work with discrete structures to represent discrete objects and relationships between them, specify algorithms for certain classes of problems and appreciate the many application areas of discrete mathematics, from computer science and networking to chemistry, botany, zoology, linguistics, geography, business, and the Internet.

Prerequisites: IT150, MATH150 Credits: 3

GE/MATH350 Differential Equations with Linear Algebra

Develops different fundamental methods of solving first and higher order equations and analyzes essentials of matrix algebra, linear and nonlinear systems, power series solutions and Laplace transforms.

Prerequisites: MATH150 Credits: 3

GE/MU221 Music History I (Survey of Music History)

Surveys music chronologically from the Middle Ages to the present. Topics include chant and secular song in the middle ages, polyphonic music from its beginning through the thirteenth century, Ars nova, Renaissance music of the low countries, the music of reformation, music of the early baroque, Bach, Vivaldi, Haendel, Haydn, Mozart, Beethoven, Romantisicm, Opera from the early 20th century.

Prerequisites: None; For non-music majors: GE142 Credits: 3

GE/MU323 Greek Music

Studies the most important fields of Greek Music from Classical Antiquity and Byzantine era to today's traditional, classical and pop music. Topics include: Ancient Greek music, Music of the Hellenistic period, Music of the Byzantine Empire, Music during the Ottoman Empire, Greek folk music of the mainland, Crete and the islands. Urban songs (Rembetika), Greek Classical Music from the Ionian islands, the Greek National School of Music, contemporary classical music, pop, rock and other current streams.

Prerequisites: None; For non-music majors: GE142 Credits: 3

GE/MU324 American, Jazz, Pop Music

Studies important issues connected with America's music: the art of improvisation; the role of composition; innovation and tradition; individuality and style; instruments and forms. Examination of the formation of the roots of American music, and issues of race. Students will learn how to appreciate Native American music, Delta blues, country, New Orleans jazz, New York swing and bebop, Classical American music and pop if they are unfamiliar with it, and to deepen their understanding.

Prerequisites: None; For non-music majors: GE142 Credits: 3

GE/MU325 World Music and Cultures

Studies the music and musical cultures from around the world. Musical traditions throughout the world are considered through analytical, social, and aesthetic approaches. Introduction to the music and contexts of South America, Africa, India, Japan, and Indonesia. Topics include popular and folk music, music and ritual, communication, and self-expression, with consideration of modal structures, instruments, forms, and performance practices. Discussion of issues such as orientalism (i.e., Western representations of the Orient) and the need to develop cultural identities in once-colonized countries. (This course fulfils the Interdisciplinary and Intercultural category requirement).

Prerequisites: None; For non-music majors: GE142 Credits: 3

GE/MU326 Words and Music: from the Middle Ages to the Present

Examines different approaches to word-music relationships in a broad range of periods and genres. Combining text (whether sung or implied) and music adds another layer to both elements reinforcing meaning and feeling. Students will explore some of these rich interactions in such diverse and chronologically disparate genres as the troubadour song, the Renaissance erotic madrigal, the German Lied, the program symphony, as well as modern combinations of words and music. We will consider how the elements of the text (syntax, rhyme, form, alliterations, etc.) dictate particular musical decisions, but also how the music underlines, attenuates, or even subverts the meaning of the words. Concepts to investigate include irony, musical rhetoric, intertextuality, and, even, "silence."

Prerequisites: None; For non-music majors: GE142 Credits: 3

GE/NASC100 Physical Science

Provides an interdisciplinary approach to the physical sciences. The course covers Newtonian physics and then moves on to some aspects of quantum theory and nuclear physics. Students explore how different elements interact in chemical reactions. In the second half of the course, students see how several basic principles are applied in such fields as astronomy, geology and meteorology. Laboratory classes are used to illustrate concepts discussed in the lectures. No prior knowledge of physics or chemistry is assumed.

Prerequisites: GE105, IT100, MATH150 Credits: 4

GE/PH100 Physics with Lab

Focuses on basic and current understandings of physics' problems and principles. Some of the topics to be studied include motion, forces, energy, and chemical reactions. Students will also be learning about machines, electricity, and magnetism. As students learn about each of the abovementioned topics, they will be conducting laboratory activities. For these activities students will be paired with one or more of their classmates.

Prerequisite: MATH150 Credits: 4

GE/PH260 Music and Physics

Introduction to Musical Acoustics covers basic physical principles of waves required to understand the phenomenon of music, the characteristics of musical instruments and sound effects of rooms/halls. It is addressed to anyone interested in the sciences behind music in a musician-friendly context. Basic concepts such as frequency, harmonics, and pitch, physics-based questions on such topics as music acoustics, stringed instruments, wind instruments, singing and electronic instruments will be discussed in lectures. Hands-on laboratory experiments and web-based exercises will supplement the lectures.

Prerequisites: None Credits: 4

GE/PSY101 General Psychology

Provides a general introduction to psychology - the scientific study of behavior and mental processes. This course covers such topics as memory, learning, sensation, perception, attitudes, conformity, persuasion, motivation and the study of the nervous system. Students gain an increased awareness of the broad range of phenomena investigated by psychologists and a greater ability to understand and critique psychological research. This course is not intended for students with a major or minor in psychology.

Prerequisite: GE105; Co-requisite: GE106 Credits: 3

GE/PSY210 Educational Psychology

Introduces the field of educational psychology and explores the development of cognitive functions and language, individual and cultural differences, and research on teaching and learning. The course also covers learning theories, developmental theories, issues of motivation, emotion, class management, intelligence and diversity, as well as understanding measurement and assessment, teaching and learning styles and special needs.

Prerequisites: GE105, GE106 Credits: 3

GE/PSY240 Social Psychology

Introduces students to the scientific study of the way people think about, feel, and behave in social situations. It involves understanding of how people influence and are influenced by others around them. The topics covered will examine how individuals perceive themselves and others, how individuals interact with others, and how individuals think in social settings. The primary goal of this course is to provide students with an understanding of the perspectives, research methods, and empirical findings of social psychology. An equally important goal will be to develop critical and integrative ways of thinking about theory and research in social psychology.

Prerequisites: GE105, GE106, PSY150 Credits: 3

GE/PSY250 Introduction to Child-Centered Play Therapy

Provides an introduction to the field of Play Therapy including the theories and principles involved in its practice. By the nature of the subject, learning-by-doing is emphasized. The course involves hands-on-experience directly associated with the theoretical ideas outlined in the course readings, with the overall aim to facilitate self-expression and the development of one's creative potential in a non-threatening way. At the end of the course, students will have gained an understanding of the use of Play Therapy as a healing modality and how it can be applied when working with various age groups for clinical and non-clinical populations.

Prerequisites: GE105, PSY101 OR PSY150, PSY220 Credits: 3

GE/PSY260 Statistics for the Social Sciences

Provides knowledge of how statistics are used to evaluate theories in the social sciences. Students will become familiar with a variety of descriptive and inferential statistical techniques such as: frequency distributions, descriptive statistics, probability, correlation, and hypothesis testing. During the course, students will learn how to use SPSS (a computer statistical program for Social Sciences) to carry out statistical procedures.

Prerequisites: MATH90 or its equivalent Credits: 3

GE/PSY280 Social Psychology Seminar

Constitutes an interdisciplinary field of study, concerned with how psychological processes help illuminate concepts, principles and theories social scientists use to better understand other areas of interest like politics, culture, sociology or marketing. Various contexts may be addressed, including cultural, social, historical, economic, and political with the primary goal of advancing students' understanding of how such factors impact the lives of populations. Some of the major lines of advanced social psychology theory and research as well as their applications to human life can be explored in this course. The applications of this course may include group decision-making, personality characteristics of leaders and followers; racism and stereotyping, and their impacts; the influences of emotion and cognition on decisions; the origins of violence and genocide; and relations and interactions within and between groups as in business relations and the workplace in general.

Prerequisites: GE105, GE106, PSY150, PSY200; Co-requisite: PSY240 Credits: 3

GE/PSY345 Fundamentals in Music Therapy

Introduces the science of Music therapy including basic concepts, knowledge, and skills. Addresses the challenges that affect clients who benefit from music therapy and provides a platform for reflection of one's own experiences. Case material showcasing work in a range of settings will be linked with the psychological theories that underpin clinical practice. Included are improvisation techniques used in music therapy, encouraging exploratory thinking about the emotional qualities of music, and is suitable for those wishing to broaden their understanding of how music can be utilized in health and education as a therapeutic tool.
Prerequisites: GE105, PSY101 or PSY150; Co-requisite: GE142 or MU221 Credits: 3

Business Administration Courses

Note: Catalog courses that may be used to fulfil general education requirements are designated as (GE)

Core Requirements

BUS220 Accounting I

Introduces students to the basic concepts and principles of accounting while providing special emphasis to the collection, classification, and interpretation of data about business enterprises. Topics to be covered include the functions of an accounting system, the completion of the accounting cycle, and the practice and preparation of financial statements.

Prerequisite(s): GE105, IT100, MATH90 or its equivalent Credits: 3

BUS221 Accounting II

Accounting II is a continuation of Accounting I. The course covers the analysis of financial statements and develops methodological approaches and tools for interpreting the accounting information provided by the Financial Statements. The course looks at concepts such as profitability, liquidity, and inventory evaluation, and how these issues can be addressed effectively in order to improve the performance of a business.

Prerequisite(s): GE105, IT100, BUS220, MATH90 or its equivalent Credits: 3

BUS240 Business Statistics

Presents the fundamental theoretical concepts and methods of statistics with applications to decision-making in business. Topics include the description and interpretation of data, laws of probability distribution, inferential parametric statistics with an applications approach, the concept of uncertainties and the computation of probability for the occurrence of different events.

Prerequisite(s): GE105, IT100, MATH90 or its equivalent Credits: 3

BUS250 Microeconomic Theory

Examines the market mechanisms and forces that create movements in prices of goods and services. The course analyzes the behavior of consumers, costs of production, the distribution of income and the price determination of factors of production, as well as the determination of the level of output that must be produced by a firm or an industry under different market structures to maximize profits or minimize losses.

Prerequisite(s): GE105 Credits: 3

BUS251 (GE) Macroeconomic Theory

Covers the overall economic performance of a national economy. The course deals with the determination of the level of the gross national product, employment, prices of goods and services, and the growth of an economy. The course also analyzes the role of money and banking systems, the impact of fiscal and monetary policy on the level of output, employment, prices and the effect of international transactions on a national economy.

Prerequisite(s): GE105; Co-requisite(s): GE106 Credits: 3

BUS305 Principles of Management

Introduces students to generic management theories, principles and concepts as expressed by academics and business experts. In the course, students acquire knowledge of key management issues and functions, soft skills and management competencies. More explicitly, students learn how to critically investigate and implement management functions such as planning, organizing, directing and controlling, and develop communication, motivation and decision-making skills in a management context.

Prerequisite(s): GE105; Co-requisite(s): GE106 Credits: 3

BUS320 Principles of Marketing

Examines marketing as an integral part of business management within the wider scope of the firm's social responsibility and protection of the environment. The course analyzes the function of marketing in an integrated business management context and explores topics such as modern marketing practices, the description of the marketing process, environmental factors, consumer behavior, and the marketing mix.

Prerequisite(s): GE105; Co-requisite(s): GE106 Credits: 3

BUS330 Corporate Finance I

Introduces students to the fundamentals of business finance and develops a conceptual framework for corporate financial management. Topics covered include: the role and value of money within different time periods, the acquisition and allocation of funds, and the basic concepts and techniques of working capital management. The course also emphasizes the use of information by business managers, as to where it can be obtained and how it can be used in investments that involve financing, planning, and control responsibilities.
Prerequisite(s): GE105, GE106, IT100, BUS220, BUS221, BUS250, MATH90 or its equivalent
Credits: 3

BUS340 Management Information Systems

Presents tools, techniques, and methodologies of information critical to understanding problems related to the development and use of management systems. The course integrates computer hardware and software concepts with a classical methodology for developing business information systems. It presents the relevant factors in the development of information systems, while discussing the problems of analyzing, designing, and implementing such systems. The collection, storage, and processing of data, reengineering of business processes, and the redesign of the organization's products, services, procedures, and management structures are also covered.
Prerequisite(s): GE105, GE106, IT100 Credits: 3

BUS350 Operations Management

Analyzes the key elements, tools and techniques of operations management as they apply to production planning and the control of goods and services offered by manufacturing or service organizations. Topics include product design, process selection, design of facilities and jobs, quality improvement processes, and integration of these elements into an operating system.
Prerequisite(s): GE105, GE106, BUS305 Credits: 3

BUS390 Human Resources Management

Provides an understanding of the theories, practices, and contemporary problems in human resource management. Topics include job analysis, recruitment, training and employee development, affirmative action, health and safety, performance appraisal, labor relations, compensation, and productivity improvements. The course also discusses how human capital contributes directly to the success of today's organizations as well as to the role and performance of the staff manager in business enterprises.
Prerequisite(s): GE105, GE106, GE115, BUS305 Credits: 3

BUS395 Project Management

Introduces students to methodologies for managing projects within an organizational context, including the processes of initiating, planning, executing, controlling, reporting and closing a project. The course investigates project variables such as scope, time and cost, topics of project integration, quality control, and risk management, the management of changes in organizations that introduce or service information systems. Students learn how to identify project champions, work with user teams, and document project management.
Prerequisite(s): GE105, GE106, GE115 Credits: 3

BUS499 Business Capstone

In their senior year, students will engage in a three-credit capstone project, which gives them the opportunity to review and apply relevant theories, tools, techniques and strategic-management concepts which they have acquired during their entire course of studies, in combination with whatever working and technological experiences they may possess, to a real-world environment. The course focuses on the strategic management of the entire organization. The development of a strategic process comprises the systematic analysis and evaluation of an organization's goals, structure, policies, and strategies designed to effectively cope with specific external opportunities and threats. Students will be placed in a realistic professional team situation within which decision-making must consider not only technological issues but also issues of projects, personnel, and risk management, colleague and client interpersonal relationships, as well as time and resource constraints. Students learn to make objective strategic decisions and to justify them orally and in writing. This is an integrative capstone course for graduating business administration students.
Prerequisite(s): Successful completion of all core business requirements Credits: 3

Electives

BUS200 (GE) Perspectives on Business in Society

Introduces students to the basic concepts, principles, management objectives, and contemporary issues of business organizations. The course covers a wide range of topics including, conducting business nationally and internationally, the ethics and social responsibilities of business enterprises, product development, pricing of commodities, and the legal environment of business organizations.

Prerequisite(s): GE105; Co-requisite(s): GE106 Credits: 3

BUS212 (GE) Intercultural Organizational Communications

Prepares students for intercultural communication challenges in organizations by addressing the communication skills necessary for effective cross-cultural organizational interactions. This course examines the cultural variables that may define as well as determine the course and success of these interactions within and between organizations. It focuses on the application of intercultural communication skills and insights to various fields, organizations, and situations in order to achieve organizational goals.

Prerequisite(s): GE105, GE106 Credits: 3

BUS300 Business Law

Thoroughly examines legal systems and how they affect business operations. The course deals with concepts of law as related to business, including contract law, sales, commercial law, company law, and civil law. The course also analyzes the causes of unfair competition, methods of securing business property rights, the establishment of different types of business forms, the use and legal aspects of financial instruments, and the procedures and legal consequences of bankruptcy.

Prerequisite(s): GE105, GE106; Co-requisite(s): GE115 Credits: 3

Aviation Courses

Core Requirements

AVIA100 Aviation Fundamentals

Provides a well-rounded academic foundation in aviation and flight. It begins with a history of aviation followed by a study of the basic scientific principles of flight including aviation weather. Students next learn about the infrastructure supporting aviation, such as airports, airlines, manufactures and air navigation services providers and explore careers in each field. The course concludes with an exploration of flight operations and aircraft maintenance.

Prerequisite(s): None **Credits: 3**

AVIA210 Global Aviation Management and Law

Covers the fundamental aspects of the management of airlines and airports as well as the development of air law including international and national regulatory functions, rights and liabilities of aviators and operators. It also provides a study of international conventions, agreements, and associations such as the International Civil Aviation Organization, International Air Transport Association, and Airports Council International focusing on an examination of the global aviation priorities.

Prerequisite(s): AVIA100 **Credits: 3**

AVIA220 Flight Operations

Students master the fundamental knowledge of flying, and the planning and conducting VFR cross-country flights. Students will be introduced to the recognition and assessment of significant information and effective decision-making in flight operations including weather, regulations, and human factors as well as learn about basic aerodynamics and aircraft propulsion.

Prerequisite(s): AVIA100 **Credits: 3**

AVIA230 Principles of Aerodynamics

This course focuses on the study of the physical principles of airplane aerodynamics, thereby fostering an appreciation of the factors affecting aircraft performance, stability and control, and special flight conditions often experienced by commercial pilots of fixed-wing and rotary aircraft as well as UASs.

Prerequisite(s): PH100 **Credits: 3**

AVIA310 Aviation Safety, Security & Human Factors

Students explore human related processes as affected by flight and develop insights in addressing them and learn to apply these insights to assessing and improving the performance of flight crews, air traffic controllers, and other operations personnel. Furthermore, they develop an appreciation of the importance of aviation system safety and security focusing on operational and regulatory practices.

Prerequisite(s): AVIA210, AVIA220 **Credits: 3**

AVIA320 Air Transport Operations

Analyzes the economic and administrative factors involved in air transport operations from the perspective of both the airline and the airport. An emphasis is placed on ground operations systems, marketing, demand analysis, pricing, route structure, fleet planning and financing.

Prerequisite(s): AVIA210, AVIA220 **Credits: 3**

AVIA410 Aviation Design Seminar

This culminating experience in aviation exposes students to problems and situations that will be intellectually stimulating, require the application of their knowledge, values, skills, and technical competence to current problems in the aviation industry acquired throughout the program. Can be taken either as a seminar course or internship.

Prerequisite(s): Completion of all major requirements or permission by program director

Credits: 3

Electives

BUS310 (GE) Organizational Behavior

Introduces students to theoretical and practical aspects of human behavior and management in the workplace. The course focuses on understanding and attaining competencies necessary for effective performance at the organizational, group, and individual levels within the firm. Topics include motivation, organizational structure, job design, group dynamics and teamwork, leadership, conflict resolution, power relationships, and organizational change.

Prerequisite(s): GE105, GE106, GE115, BUS305 **Credits: 3**

BUS396 Knowledge Management (KM)

Provides a study for understanding the process of managing both personal and organizational knowledge, exploring the fundamentals of knowledge management (KM) using theoretical perspectives and real-life cases of successful organizations. The course curriculum lies in the multidisciplinary nature of KM and interplays different perspectives which view KM either as corporate strategy, a dimension of human resources management, tool for organizational effectiveness or an application for actual use. Course topics include, but are not limited to, knowledge management models, organizational ambidexterity, knowledge sharing and communities of practice (CoP), and absorptive capacity.

Prerequisite(s): GE105, GE106, BUS305 **Credits: 3**

EL310 Introduction to Unmanned Aircraft Systems

The course provides an overview of UASs structure and functionality. It includes a description of the different designs of UAS and the purposes of each of them. Students will be able to understand the difference between a toy UAS (drone) and a commercialized one, and to analyze the main functions of a UAS: detecting water masses, disease detection, soil management, irrigation and drainage management, rhino protection, land surveying and many more. The students also get to know the limitations of UAS, its legislation framework (nationally and internationally), the technical capabilities of the UAS and the type of equipment it can carry.

Prerequisite(s): MATH150, PH100 **Credits: 3**

IT360 Human Computer Interaction

Introduces Human-Computer Interaction, the philosophy of designing user interfaces, available design techniques and methodologies, various interaction styles, available design guidelines and user interface management systems. Usability and accessibility of user interfaces is then examined and several usability evaluation methods are analyzed.

Prerequisite(s): IT100, IT150, IT320 **Credits: 3**

MK360 Services Marketing

Introduces students to the distinct thought and application of services marketing. Focuses on issues of service design, service quality, service recovery and the special characteristics of services offerings and clients. Enables students to develop academic understanding, and technical skills in marketing service offerings.

Prerequisite(s): GE105, GE106, GE115, BUS320, MK330 **Credits: 3**

PM400 Project Risk Management

Provides students with a thorough understanding of Risk Management as a systematic, iterative approach which includes risk planning, identification, qualitative analysis, quantitative analysis, response planning, and monitoring & control. Topics covered in this course are techniques in identifying risks (brainstorming, reviewing historical data, affinity diagrams, and expert interviews), quantitative and qualitative risk analysis (Monte Carlo simulations, decision tree analyses, probability/impact matrices, expected value), and the crafting and execution of risk response strategies and techniques.

Prerequisite(s): GE105, GE106, GE115, BUS395 **Credits: 3**

Engineering Management Courses

CIV100 Civil Engineering System

An introduction to civil engineering design. Analyze needs, determine capacities and develop design alternatives for civil engineering systems. Structures, water and wastewater facilities, geotechnical and transportation systems are studied.

Prerequisite(s): GEN100 Credits: 3

EL100 (GE) Introduction to Electrical circuits with Lab

The course covers the following topics: a) Electrical Quantities and Circuit Variables (charge, current, voltage, resistance, power and energy units), b) Circuit Modelling (sources, circuit elements, Ohm's law and Kirchhoff's laws, c) Circuit Reduction Techniques (series, parallel, voltage divider, current divider, delta-star conversion, voltage and current source conversions), d) Circuit Analysis Techniques (mesh and loop current analysis, node voltage analysis), e) Circuit Theorems (maximum power transfer, superposition, Thevenin and Norton), f) Energy Storage Circuit Elements, g) Complex Number Theory (complex plane, polar forms, conversions), h) AC Circuits (sinusoidal waveforms, phase, R.M.S. average values, phasors, analysis using node voltages, loop currents and branch currents).

Prerequisite(s): None Credits: 4

GEN100 (GE) Introduction to Engineering with Design Lab

Includes an overview of the problems, perspectives, and methods of the engineering profession. Modelling of real-world problems for purposes of optimization, decision-making and design are analyzed. Practical techniques of problem formulation and analysis are also presented. Additionally, practice drawings are explained, and assigned drawings are completed by students both during lab periods and outside of class.

Prerequisite(s): None **Credits: 4**

GEN101 Engineering Mechanics

Focuses on the behavior of mechanical and structural systems under load. Topics include effects and distribution of forces on rigid bodies at rest; kinematics and kinetics of particles; force systems; shear and moment diagrams; force-stress-strain-deformation relationships, including torsion and combined loading; buckling and stability analysis; and, stress/strain transformation.

Prerequisite(s): PH100 Credits: 3

IT240 Computer Architecture

Introduces students to the organization and architecture of computer systems, digital logic, low level instructions execution and system design. In particular, by the end of the course the student will be able to: understand digital logic, fundamental building blocks (logic gates, flip-flops, counters, registers, PLA) and logic expressions; explain how a computer fetches from memory and executes an instruction; explain the relationship between the representation of machine level operation at the binary level and their representation by a symbolic assembler; write small programs and fragments of assembly language code to demonstrate an understanding of machine level operations; and use computer simulation packages to investigate assembly language programming.

Prerequisite(s): IT150 Credits: 3

MATH150 (GE) College Calculus

Introduces functions and graphs, continuity and exponential functions. Standard topics to be covered include concepts and rules of the differentiation of one variable functions, the meaning and application of derivatives in decision making management problems, integrals and the limits of one variable functions, as well as rules, interpretation, logarithm functions, definite integral, functions of several variables and application of partial derivatives. Students practice with various mathematical methods and learn how to model and analyze real world examples using mathematical tools and apply deductive reasoning as well.

Prerequisite(s): MATH90 or its equivalent Credits: 3

PH100 (GE) Physics with Lab

Focuses on basic and current understandings of physics' problems and principles. Some of the topics to be studied include motion, forces, energy, and chemical reactions. Students will also be learning about machines, electricity, and magnetism. As students learn about each of the abovementioned topics, they will be conducting laboratory activities. For these activities students will be paired with one or more of their classmates.

Prerequisite(s): MATH150 **Credits: 4**

PH200 (GE) General Physics II

Focuses on fundamental topics of physics including waves, optics, sound, heat, electricity, circuits magnetic and electromagnetic fields, and thermodynamics.

Prerequisite(s): MATH150, PH100 **Credits: 4**

Entrepreneurship Major Courses

GE113 Values, Ethics and Social Responsibility

Introduces special topics and themes related to issues of 'Values, Ethics & Social Responsibility'. This interdisciplinary course focuses on one of several different disciplines each term, with professors from across the disciplines presenting the material from the perspective of their subject areas. The course involves discussion and critical analysis of various case studies and issues, which will be explored by students from the perspective of their own communities and cultures. The course also explores how differences in world view affect the wider communities.

Prerequisite(s): GE105, GE106; Co-requisite: GE115 Credits: 3

BUS205 Strategy Fundamentals (Global Entrepreneurship)

Addresses various aspects of global entrepreneurship and the opportunities available to start-ups and small businesses in the global environment. It explores the opportunities that entrepreneurs create, the challenges they encounter, and the ways in which they exploit opportunities and address challenges to conduct business across national borders and cultures. This course also examines entrepreneurship across different countries and cultures and the role of cross-cultural customs and institutional networks in affecting global and immigrant entrepreneurship.

Prerequisite(s): GE105, GE106; Co-requisite(s): BUS305 Credits: 3

BUS310 (GE) Organizational Behavior

Emphasizes the major theories, practices, motivations, and leadership examples and responses to change in organizations. The course provides a comprehensive, in-depth analysis of the field of organizational behavior, surveys and analyzes the major theories and approaches to organizational theory, and emphasizes an understanding of organizational behavior as a phenomenon.

Prerequisite(s): GE105, GE106, GE115, BUS305 Credits: 3

BUS360 Entrepreneurship

Provides an understanding of the business challenges that confront entrepreneurs and their approaches to business opportunities. The course emphasizes real world information gathering and integrated approaches needed for successful business endeavors. The course covers entrepreneurial processes, skills such as the mobilization and organization of resources, and business and marketing plans.

Prerequisite(s): GE105, GE106; Co-requisite(s): BUS305 Credits: 3

BUS363 Entrepreneurial Social Media

Provides best practices and hands-on experience on the usage of the leading Social Media & Digital Marketing tools employed by contemporary businesses for promoting products, engaging customers and relevant stakeholders. In the era of technology consumerization, this course will give students a head start by exposing them to the basics of the configuration and technical implementation of the leading Social Networking, Social Analytics, Online Advertising, and Web Content Management platforms.

Prerequisite(s): IT100, BUS/IT340 Credits: 3

BUS365 Innovation and New Product Development

Provides the basic theoretical models on innovation such as open, disruptive and business model innovation, combined with global best practices and scientific methods to guide new product development leaders and their teams throughout the product development cycle. The course emphasis is on the models, skills and techniques necessary for delivering a customer and market driven product vision, building an energized cross functional product development team, and achieving strategic product focus by identifying priorities and making the right trade-offs.

Prerequisite(s): IT100, BUS/IT340 Credits: 3

BUS367 Virtual Entrepreneurial Simulation Game

Provides students with the necessary tools and real life business practices in order to put in practice their innovative ideas which they will develop throughout the minor. Students will work in a computer based simulation game in order to run their own virtual company, gaining hands-on experience of the challenges of business and entrepreneurship. The simulation focuses on having students conduct market, competitive and environmental analysis in order to take appropriate actions with respect to the organization, sales and marketing, finance and operations.

Prerequisite(s): GE113, BUS205, GE/BUS310, BUS360, BUS363, BUS365, BUS368 Credits: 3

BUS368 Ideation

Provides an understanding of the ideation process which leads to product, service or business model development. Making use of modern hands-on learning techniques, the course interplays the fundamentals of innovation along with the perspectives of artists, marketers and practitioners who shape novel concepts and create successful brands. The course curriculum is divided into three modules, i.e., idea generation, assessment and prototyping. Key topics include but are not limited to semiotics, process of developing music ideas, idea visualization, international marketing determinants, the process of decision making, business plans crafting and pitching strategies.

Prerequisite(s): GE105, GE106 Credits: 3

Finance Courses

Core Requirements

FI404 Corporate Finance II

Concentrates on how to use financial concepts and techniques to solve practical business problems. Specifically, the course analyzes the role of a financial manager in making decisions regarding capital budgeting and the cost of capital. Capital structure, dividend policy, mergers and acquisitions, and the interaction between financing and investment decisions under varying conditions of certainty and uncertainty are also discussed.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330
Credits: 3

FI406 Financial Markets and Institutions

Introduces students to the organization, functions, and managements of financial markets and institutions. Topics include the structure of financial markets and institutions, the management of assets and liabilities of institutions, the financial instruments and products offered for borrowing and investing, the flow of funds, the term structure of interest rates, and the effects of economic conditions and government policies on the performance of financial institutions and markets.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330;
Co-Requisite: FI404 Credits: 3

FI408 International Finance

Explores the fundamental principles and issues in the field of international finance. The course examines the organization and functions of foreign exchange markets, the participants' effects on the performance of the markets and the balance of international payments. The course also looks at the determination and forecasting of exchange rates, the measurement and management of foreign exchange risks, the financing of international trade and investments, and capital budgeting in multinational corporations.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330
Credits: 3

FI412 Investment and Portfolio Management

Analyzes the concepts and principles of financial investments including the different types of securities issued by government and business. The course also examines the structure and operations of equity securities markets, portfolio construction, revision and measurement of performances, as well as the Capital Asset Pricing Model, the Arbitrage Pricing Theory, and the development of investment strategies and control.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330, FI404, FI406
Credits: 3

FI414 Corporate Financial Strategy

Examines how the tools and concepts of modern finance are applied to maximize financial performances. The course covers topics such as financial analysis and forecasting; cost of capital and capital budgeting; capital structure; mergers and acquisitions and corporate financial policies. Case studies are used to illustrate how the application of concepts of corporate financial strategy can lead to better financial decisions for the enterprise.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330, FI404
Credits: 3

FI420 Introduction to Derivatives and Risk Management

Explains what derivatives are and how they can be prudently used within the context of any underlying business activities. The course introduces the wide range of markets for financial derivatives and offers a broad overview of different types of derivatives, such as futures, options, swaps, and structured products-while focusing on the principles that determine market prices. Finally, the course explores the importance of financial derivatives to risk management in a corporate setting.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330, FI404, FI406, FI412 Credits: 3

Electives

FI310 Financial Analysis

Focuses on the identification, analysis, and interpretation of financial and management accounting information. Financial statements are analyzed to assess the financial health and performance of the organization, including bankruptcy risk. Other topics include planning and forecasting, budgeting, cash flow and breakeven analysis, and working capital management. In general, it includes techniques and tools for planning, control, and decision making in an effort to achieve organizational goals.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS 240, BUS330 Credits: 3

FI410 Money and Banking

Examines the nature and the role of money and the banking system in an economy. Topics include the theories and functions of money; the scope and functioning of the financial system; financial markets and interest rate determination; the organization, management and supervision of commercial banks and other institutions; and money supply processes and monetary policies. The course examines the role and functions of the central bank, monetary standards and credit availability, and the impact of Europe's currency unification on the banking system.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS251, BUS330 Credits: 3

F1430 Mergers Acquisitions and Restructuring

Mergers, Acquisitions and Restructuring are an important part of a company's list of actions that may lead to its corporate goals. Strategies and tactics will be analyzed in detail. The purpose of this course is to identify the perspectives that an organization might have by applying the above actions. Issues such as measuring and creating value will be developed. Finally, consideration in financial planning and restructuring will be examined.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330
Credits: 3

FI450 Special Topics in Finance

Concentrates on behavioral issues affecting financial markets and the corporate world. The course links the particularity of human behavior to aspects of the financial decision making process. The behavioral approach is introduced in issues such as market efficiency, risk assessment, investor behavior, capital structure, dividend policy, mergers & acquisitions and market timing.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS220, BUS221, BUS240, BUS250, BUS251, BUS330
Credits: 3

Hospitality Management Courses

HM100 Introduction to International Hospitality Management

Introduces students to the international hospitality industry. It explores not only the history of hospitality, but also the latest developments in hospitality operations and its contemporary management techniques and principles. Throughout the course students are provided with insight on the operations and management of the various departments of hotels looking at these organizations in an international and comparative context. The course links the knowledge gained in the class with hands on experience gained in contemporary hospitality practice and through temporary employment in hotels, therefore students are given the opportunity to create their own experiences through the practica in hotels and restaurants.

Prerequisite(s): GE105; Co-requisite(s): GE106 Credits: 3

HM102 Introduction to International Tourism Management

Provides an introduction and overview to the international tourism industry. It explores contemporary practice and management techniques and principles that apply to the travel and tourism industry as well as explores the above techniques and practices in a comparative multinational context. Knowledge gained in class is coupled with practical experience gained through fieldwork and practica therefore tying theory with practice for students providing them with a well-rounded theoretical and practical educational experience.

Prerequisite(s): GE105; Co-requisite(s): GE106 Credits: 3

HM120 Hospitality Event Management

Introduces students to events and events management. Specifically, it enables students to plan and manage events, as it provides them with the knowledge for their development, operation, marketing and management. Such events include conferences, festivals, and games, in a local, regional, national and international context.

Prerequisite(s): GE105, GE106, GE115, HM100 Credits: 3

HM122 Food and Beverage Management

Discusses the operations and management of food and beverage. It is designed to provide students with the necessary knowledge to operate food and beverage establishments. Throughout the course students have the chance to acquire hands on experience on the processes and procedures of effective food and beverage control systems in areas such as budgeting, menu management, menu pricing, computer applications, and service quality. Students get the opportunity to gain practical experience in a restaurant environment as part of the course and thus prepare for the Industry Placement course.

Prerequisite(s): GE105, GE106, GE115, HM100 Credits: 3

HM200 Tourism Planning and Development

Provides students with an appreciation of tourism planning and development. The lectures will assist students to identify the key concepts and principles in tourism planning and the applied techniques in tourism destination development. Furthermore, stakeholders in the public and the private sector are identified, and the way that they are involved in the processes of planning and development of tourism are also discussed. The course also explores the way that the stakeholders interact and contribute to the host destinations. Finally, with a variety of case studies students explore various impacts of tourism development on tourism destinations as well as tourism sustainability development and management.

Prerequisite(s): GE105, GE106, GE115, HM100, HM102 Credits: 3

HM299 Industry Placement/Practicum

As part of this course students work at organizations involved in the hospitality and/or tourism industry. Having completed their taught courses, they should undertake a three-month internship. The purpose is to familiarize themselves with the current practices which are implemented by the particular sector, to develop skills that will contribute towards their future employment and their employability, as well as to apply the knowledge they have gained throughout their studies. Students will choose an organization /hospitality unit under the supervision of their Professors. They have the option to choose either between the hospitality-lodging sector i.e. hotels, or the travel and tourism sector i.e. conference centers, tour operators.

Prerequisite(s): HM100, HM102, HM120, HM122, HM200, MK330, MK360 Credits: 3

MK330 Consumer Behavior

Analyzes the theories and models of consumer behavior and examines the decision-making processes of individuals and households in obtaining and using goods and services. The course explores how consumers select, purchase, and use products and services, what influences their behavior, and what the implications are for developing marketing research. The course also explores the demographic differences of individual consumer groups and the cultural context of consumer behavior in a global economy.
Prerequisite(s): GE105, GE106, BUS320; Co-requisite(s): GE115 Credits: 3

MK360 Services Marketing

Introduces students to the distinct thought and application of services marketing. Focuses on issues of service design, service quality, service recovery and the special characteristics of services offerings and clients. Enables students to develop academic understanding, and technical skills in marketing service offerings.
Prerequisite(s): GE105, GE106, GE115, BUS320, MK330 Credits: 3

IT Management Courses

Core Requirements

IT150 Programming Concepts

Introduces programming using an object-oriented language. The course emphasizes problem solving and structured programming. Students completing the course should be able to: setup and use a visual software development environment; analyze and explain the behavior of simple programs involving the fundamental programming constructs covered by this unit; and modify and expand short programs that use standard conditional and iterative control structures and functions. Students design, implement, test, and debug a program that uses each of the following fundamental programming constructs: basic computation, simple I/O, standard conditional and iterative structures, and the definition of functions and write simple applications.

Prerequisite(s): None Credits: 3

IT160 Networking Fundamentals I

Networking and telecommunications fundamentals including LANs, MANs, WANs, intranets, the Internet, and the WWW will be covered. Data communication and telecommunication concepts, models, standards, and protocols will be studied along with installation, configuration, systems integration and management of infrastructure technologies.

Prerequisite(s): None Credits: 3

IT200 Object-Oriented Programming

Provides students with a good understanding of object-orientation programming and Java technologies. Equally important, students get hands-on experience with engineering programs in Java. They learn the basic language constructs as well as the most commonly used libraries, strings, and exceptions. Students work mostly in the computer laboratory using a popular programming environment.

Prerequisite(s): IT150 Credits: 3

IT260 Database Management Systems

Introduces the fundamental concepts and principles of designing, implementing and administering databases. Upon completion of the course students should be able to create logical data models of medium complexity, design the tables of a database and create the queries and reports required for using the database. Concepts such as normalization, concurrent processing, database administration, data distribution, integrity and security are thoroughly examined. SQL language as a data modeling and query language is also presented and the basic expressions are introduced.

Prerequisite(s): IT150 Credits: 3

IT280 Systems Analysis and Design

Covers the systems development life cycle. The course examines the requirements and tools for collecting and structuring data, process modeling and data modeling, interface design and data management. Students acquire skills in using tools and techniques such as interviewing, producing use cases, prototyping and generating UML diagrams. The course provides hands-on experience in designing a system following the 3-tier architecture (presentation, middleware, data storage).

Prerequisite(s): IT150, IT200 Credits: 3

Electives

IT240 Computer Architecture

Introduces students to the organization and architecture of computer systems, digital logic, low level instructions execution and system design. In particular, by the end of the course the student should be able to understand digital logic, fundamental building blocks (logic gates, flip-flops, counters, registers, PLA) and logic expressions; explain how a computer fetches from memory and executes an instruction; explain the relationship between the representation of machine level operation at the binary level and their representation by a symbolic assembler; write small programs and fragments of assembly language code to demonstrate an understanding of machine level operations; and use computer simulation packages to investigate assembly language programming.

Prerequisite(s): IT150 Credits: 3

IT400 Emerging Technologies and Themes

Addresses current and future trends in Information Technology. The course presents current market and research directions as influenced by consumers, industries and universities. Students learn the core concepts of information technology and its rapidly expanding role in solving problems and influencing decision making. This course discusses how emerging technologies evolve, how they can be identified and how they are affected by international, political, social, economic and cultural factors. Topics include the accuracy of past technology forecasts and means of improving such forecasts, international perspectives on emerging technologies, future customer trends and forecasting methodologies such as monitoring, expert opinion, trend analysis and scenario construction.

Prerequisite(s): IT150, IT200, IT280 Credits: 3

MK444 Electronic Commerce Management

Introduces students to digital economy, electronic commerce and electronic business operations. Most commonly encountered applications, business models, and entrepreneurial activities are explained both from technological and business perspectives. Essential components for building successful electronic commerce applications and business activities, capabilities and advantages of e-commerce technologies (i.e., how e-commerce technologies give birth to e-business, and the key information for Internet start-ups) will be also covered.

Prerequisite(s): GE105, GE106, GE115, IT100, BUS305, BUS340 Credits: 3

Marketing Courses

Core Requirements

MK330 Consumer Behavior

Analyzes the theories and models of consumer behavior and examines the decision-making processes of individuals and households in obtaining and using goods and services. The course explores how consumers select, purchase, and use products and services, what influences their behavior, and what the implications are for developing marketing research. The course also explores the demographic differences of individual consumer groups and the cultural context of consumer behavior in a global economy.
Prerequisite(s): GE105, GE106, BUS320; Co-requisite(s): GE115 Credits: 3

MK350 Marketing Research

Introduces students to the theory, applications and practices of marketing research. Topics include the development of marketing research plans; the significance of marketing research to business organizations; the application of marketing research techniques to marketing policies and planning. How information is used to identify marketing opportunities and problems, and to generate, refine, and evaluate marketing actions and performance are also covered.
Prerequisite(s): GE105, GE106, GE115, BUS240, BUS320, MK330 Credits: 3

MK390 Fundamentals of Digital Marketing

Digital marketing is a development of marketing communications. As such, the course focuses on understanding the effect of technology on marketing strategy and practice. The course provides an understanding of the basic digital marketing tools including: e-mail marketing, newsletter release, application and development of social media tools, Search Engine Optimization (SEO), and digital content management in creating marketing decision making. Finally, the course focuses on using digital marketing tools in formulating effective and efficient company–customer quality relationships.
Prerequisite(s): GE105, GE106, GE115, BUS320, MK330 Credits: 3

MK440 Marketing Management

Enables students to recognize pertinent principles of marketing and apply them within a managerial decision-making environment. The course examines the marketing planning process, strategic marketing, and the effective implementation of marketing plans. The course also integrates the principles of advertising, retailing, sales, and research, in relation to the marketing mix in order to establish an overall framework for effective management at all levels of marketing functions.
Prerequisite(s): GE105, GE106, GE115, BUS305, BUS320, MK330, MK350, MK390 Credits: 3

MK450 International Marketing

Introduces students to marketing operations in foreign markets, as well as to the cultural, political, and economic factors affecting the international marketer. The course focuses on marketing planning and strategies in the world marketplace, and the impact that different cultures and environments have on business marketing activities and on the competitive position of a firm in the global economy. The course also discusses issues involved in creating, producing, pricing, and distributing products and services to an international consumer or an enterprise.
Prerequisite(s): GE105, GE106, GE115, BUS320, MK330, MK350, MK390, MK440 Credits: 3

Electives

MK360 Services Marketing
Introduces students to the distinct thought and application of services marketing. Focuses on issues of service design, service quality, service recovery and the special characteristics of services offerings and clients. Enables students to develop academic understanding, and technical skills in marketing service offerings.
Prerequisite(s): GE105, GE106, GE115, BUS320, MK330 Credits: 3

MK380 B-2-B Marketing
Provides thorough coverage of the pre-eminent importance of the business-to-business marketing activities for producers and distributors of all classes of goods and services. Explores the nature of organizational markets, the practices of purchasing decision-makers in a wide range of business contexts, and the nature of the relationships developed and nurtured. Highlights the differences between industrial and consumer marketing and offers students knowledge of the tools and concepts of business-to-business marketing.
Prerequisite(s): GE105, GE106, GE115, BUS320, MK330 Credits: 3

MK410 Advertising and Public Relations
Introduces students to the concepts of public relations as well as to advertising techniques used by businesses to promote their products. Topics to be discussed include the history, philosophy, theories of public relations, and how public relations constitute an important function of business enterprises. The second part of this course analyzes the nature and scope of advertising and its place within marketing strategies as well as its importance in management decision-making.
Prerequisite(s): GE105, GE106, GE115, BUS320, MK330, MK390 Credits: 3

MK420 Retailing Management
Provides an overview of the retailing industry in a dynamic and changing environment. Examines changing customer demographics and needs, shopping behaviors, and how retailers are reacting to satisfy these changes. Topics covered include retailing decision-making process, pricing, store operation and management, merchandise assortment and pricing, store location and layouts, advertising and sales communication, consumer analysis, retail information systems, and retailing accounting and control.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS320, MK330 Credits: 3

MK430 Sales Management
Concentrates on the management of sales forces, sales analysis, forecasting techniques, account and territory management, negotiations, integrating personal computers into the sales function, and computer simulation of the decision processes. The course also covers topics such as the integration of promotional strategies into the marketing mix of behavioral and database foundations for promotional strategies, the application of information-based technologies and tools for analysis, as well as the allocation of promotional resources.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS320, MK330, MK390 Credits: 3

MK455 Nation Branding
Offers students an overview of the management of a brand that represents a country, a state, or a nation. The course enables students to think critically from a variety of business and social perspectives, understand the complex and multidimensional nature of nation branding, and critically analyze the strategic options available to nations in their branding activities. Topics include the image creation and positioning of a national identity, approaches to international positioning, as well as evaluations of the ethical practices of nation sustainability, and small nation accessibility.
Prerequisite(s): GE105, GE106, GE115, BUS320, MK330 Credits: 3

MK460 Strategic Marketing Applications
Offers students a comprehensive framework for the development and application of realistic competitive marketing strategies, encouraging students to draw from the integrated knowledge they have developed throughout their major. Sharpens students' critical and strategic thinking competencies through the presentation and analysis of contemporary topics and advanced marketing cases.
Prerequisite(s): GE105, GE106, GE115, IT100, BUS320, MK330, MK390 Credits: 3

Project Management Courses

Core Requirements

GE113 Values, Ethics and Social Responsibility

Introduces special topics and themes related to issues of 'Values, Ethics & Social Responsibility'. This interdisciplinary course focuses one of several different disciplines each term, with professors from across the disciplines presenting the material from the perspective of their subject areas. The course involves discussion and critical analysis of various case studies and issues, which will be explored by students from the perspective of their own communities and cultures. The course also explores how differences in world view affect the wider communities.

Prerequisite(s): GE105, GE106; Co-requisite: GE115 Credits: 3

BUS396 Knowledge Management (KM)

Provides a study for understanding the process of managing both personal and organizational knowledge, exploring the fundamentals of knowledge management (KM) using theoretical perspectives and real-life cases of successful organizations. The course curriculum lies in the multidisciplinary nature of KM and interplays different perspectives which view KM either as corporate strategy, a dimension of human resources management, tool for organizational effectiveness or an application for actual use. Course topics include, but are not limited to, knowledge management models, organizational ambidexterity, knowledge sharing and communities of practice (CoP), and absorptive capacity.

Prerequisite(s): GE105, GE106, BUS305 Credits: 3

PM396 Applied Project Management

This is an advanced course in Project Management which drills down into the more applied aspects of project planning and progress reporting. Students will learn how to apply tools and techniques which will help them effectively complete projects. The course combines theory with case studies, and requires hands-on work for the completion of in-class workshops and project assignments. Topics include work Breakdown Structures (WBS), stakeholder analysis and management, project scheduling, duration & cost forecasting, PERT simulations, progress measurement, earned value management (EVM), and project audits.

Prerequisite(s): GE105, GE106, GE115, BUS395 Credits: 3

PM397 Project Management Information Systems (PMIS)

Familiarizes students with the use of popular Project Management Information Systems that support planning, executing and monitoring of projects. The course offers hands-on training on PMIS systems such as MS-Project and Primavera, and moves from the basics of setting-up and tracking projects to more practical tips and techniques for using more advanced functionality. A large part of this course takes place in a computer lab.

Prerequisite(s): GE105, GE106, GE115, BUS395 Credits: 3

PM398 The Human Side of Project Management

Focuses on the human side of Project Management. The course prepares students for managing the dynamics of cross-functional project teams and for balancing effectively the often conflicting interests of project stakeholders. The main purpose of the course is to help students understand, analyze and develop their own effectiveness when it comes to managing project-based work. Topics in this course are: project leadership, emotional intelligence, mentoring & coaching, effective delegation, team motivation, conducting project meetings, managing stakeholders, project communication and project marketing.

Prerequisite(s): GE105, GE106, GE115, BUS395 Credits: 3

PM400 Project Risk Management

Provides students with a thorough understanding of Risk Management as a systematic, iterative approach which includes risk planning, identification, qualitative analysis, quantitative analysis, response planning, and monitoring & control. Topics covered in this course are techniques in identifying risks (brainstorming, reviewing historical data, affinity diagrams, and expert interviews), quantitative and qualitative risk analysis (Monte Carlo simulations, decision tree analyses, probability/impact matrices, expected value), and the crafting and execution of risk response strategies and techniques.

Prerequisite(s): GE105, GE106, GE115, BUS395 Credits: 3

PM415 Project Negotiations & Conflict Resolution

Explores the characteristics of negotiation situations, interdependencies, value creation from potential clients, minor strategies for conflict management all within the context of Project Management. It addresses how negotiations occur to resolve a conflict of interest between two or more parties throughout a project's lifecycle. Students learn the advantages and disadvantages of negotiation strategies and the appropriate utility of each strategy, given the type of conflict and situation in which the dispute occurs. Exercises and case analyses are used to illustrate important concepts. Topics also include consulting competencies, communication skills in consulting, psychology in consulting, research methods, and law & ethics.

Prerequisite(s): GE105, GE106, GE115, BUS395 Credits: 3

PM440 PMI's Project Management Body of Knowledge

Based on PMI's/IPMA's Standard for Project Management as well as on Project Management Competence Baseline Model. It presents competencies such as Basics Project Management, Methods and Techniques, Organizational Competence, Social Competence, General Management, Personal Attitudes, and General Impression (logic, transparency, and balanced judgment), knowledge areas, process groups and processes of project management as described in the Project Management Book of Knowledge (PMBOK) in a structured way that will help students master the PMI/IPMA terminology and concepts. The course also covers topics of integration, project variables such as scope, time, cost and quality, Human Resource Communications, Communications Management, Risk Management, Procurement Management, and Professional Responsibility. Students who successfully complete this course will be well equipped to succeed in the professional certifications exam offered by the International Project Management Association (IPMA–Level D Certification) and Project Management Institute (PMI–CAPM Certification).

Prerequisites: Successful completion of the PM Courses (PM396, PM397, PM400, PM415)

Credits: 3

Informatics Course Descriptions

Note: Catalog courses that may be used to fulfil general education requirements are designated as (GE)

IT150 Programming Concepts

Introduces programming using an object-oriented language. The course emphasizes problem solving and structured programming. Students completing the course should be able to setup and use a visual software development environment; analyze and explain the behavior of simple programs involving the fundamental programming constructs covered by this unit; and modify and expand short programs that use standard conditional and iterative control structures and functions. Students design, implement, test, and debug a program that uses each of the following fundamental programming constructs: basic computation, simple I/O, standard conditional and iterative structures, and the definition of functions and write simple applications.

Prerequisite(s): None Credits: 3

IT160 Networking Fundamentals I

Networking and telecommunications fundamentals including LANs, MANs, WANs, intranets, the Internet, and the WWW will be covered. Data communication and telecommunication concepts, models, standards, and protocols will be studied along with installation, configuration, systems integration and management of infrastructure technologies.

Prerequisite(s): None Credits: 3

IT165 Networking Fundamentals II

Introduces the architecture, structure, functions, components and models of the Internet and of other computer networks. The course uses the OSI and TCP layer models to examine the nature and roles of protocols and services at the application, network, data link and physical layers. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media and operations are introduced to provide a foundation for the curriculum. Labs use a "model Internet" to allow students to analyze real data without affecting production networks. At the end of the course students build simple LAN topologies, configure network devices such as routers and switches, and implement IP addressing schemes.

Prerequisite(s): IT150, IT160 Credits: 3

IT175 Routing Protocols & Concepts

Describes the architecture, components and operation of routers and explains the principles of routing and routing protocols. Students analyze, configure, troubleshoot and verify the primary routing protocols RIPv1, RIPv2, EIGRP and OSPF. By the end of this course students are to recognize and correct common routing issues and problems. Students complete a basic procedural lab, followed by basic configuration, implementation and troubleshooting labs in each chapter.

Prerequisite(s): IT150, IT160, IT165 Credits: 3

IT200 Object-Oriented Programming

Provides students with a good understanding of object-orientation programming and Java technologies. Equally important, students get hands-on experience in engineering programs in Java. They learn the basic language constructs as well as the most commonly used libraries, strings, and exceptions. Students work mostly in the computer laboratory using a popular programming environment.

Prerequisite(s): IT150 Credits: 3

IT205 Advanced Programming

Enhances students' Java programming skills and prepares them to successfully obtain professional certifications. The course teaches advanced object-oriented concepts such as inheritance and polymorphism and applies them to the Java programming language so that students can gain a better understanding of interfaces & abstract classes. Other important aspects covered are concurrency (threads), generics, inner classes and exceptions.

Prerequisite(s): IT150, IT200 Credits: 3

IT220 Data Structures & Algorithms

Deals with the fundamentals of organizing and manipulating data efficiently using clean conceptual models. Students study several important conceptual data types and algorithms, which they then implement in a specific programming language, even if the principles are more generally applicable to most modern programming languages.

Prerequisite(s): IT150 Credits: 3

IT235 Installing and Configuring Servers

This course is part of a three-part series that provides the academic background, skills and knowledge necessary to implement servers' infrastructure in existing enterprise environments. The three courses collectively cover implementing, managing, maintaining and provisioning services and infrastructure, with practice in a Windows Server 2012 environment. This course primarily covers the initial implementation and configuration of core services including Active Directory Domain Services (AD DS), networking services, and Microsoft Hyper – V Server 2012 configuration

Prerequisite(s): None Credits: 3

IT240 Computer Architecture

Introduces students to the organization and architecture of computer systems, digital logic, low level instructions execution and system design. In particular, by the end of the course the student should be able to understand digital logic, fundamental building blocks (logic gates, flip-flops, counters, registers, PLA) and logic expressions; explain how a computer fetches from memory and executes an instruction; explain the relationship between the representation of machine level operation at the binary level and their representation by a symbolic assembler; write small programs and fragments of assembly language code to demonstrate an understanding of machine level operations; and use computer simulation packages to investigate assembly language programming.

Prerequisite(s): IT150 Credits: 3

IT245 Administrating Servers

This course is part of a three-part series that provides the academic background, skills and knowledge necessary to implement servers' infrastructure in existing enterprise environments. The three courses collectively cover implementing, managing, maintaining and provisioning services and infrastructure, with practice in a Windows Server 2012 environment. This course primarily covers the administration tasks necessary to maintain a Server infrastructure such as configuring and troubleshooting name resolution, user and group management with Active Directory Domain Services (AD DS) and Group Policy, implementing Remote Access Solutions such as DirectAccess, VPNs and Web Application Proxy, implementing Network Policies and Network Access Protection, Data Security, deployment and maintenance of server images, as well as update management and monitoring of Server environments.

Prerequisite(s): IT235 Credits: 3

IT255 Configuring Advanced Server Settings

This course is part of a three-part series that provides the academic background, skills and knowledge necessary to implement servers' infrastructure in existing enterprise environments. The three courses collectively cover implementing, managing, maintaining and provisioning services and infrastructure, with practice in a Windows Server 2012 environment. This course focuses on the knowledge and skills needed to provision advanced services in a Server environment. It includes all the necessary knowledge for students to configure and manage high availability features, file and storage solutions, and network services. It also includes the configuration of Active Directory Domain Services (AD DS) infrastructure and the implementation of backups and disaster recoveries.

Prerequisite(s): IT235, IT245 Credits: 3

IT260 Database Management Systems

Introduces the fundamental concepts and principles of designing, implementing and administering databases. Upon completion of the course students are able to create logical data models of medium complexity, design the tables of a database and create the queries and reports required for using the database. Concepts such as normalization, concurrent processing, database administration, data distribution, integrity and security are thoroughly examined. SQL language as a data modeling and query language is also presented and the basic expressions are introduced.

Prerequisite(s): IT150 Credits: 3

IT265 LAN Switching

Teaches students the technologies and protocols needed to design and implement a converged switched network. Students learn about the hierarchical network design model and the appropriate selection of devices for each layer. The course explains how to configure a switch for basic functionality and how to implement Virtual LANs, VTP and Inter-VLAN routing in a converged network. The different implementations of Spanning Tree Protocol in a converged network are presented, and students develop the knowledge and skills necessary to implement a WLAN in a small- to medium-network.

Prerequisite(s): IT150, IT160, IT165, IT175 Credits: 3

IT270 Social and Professional Issues

This course is a survey of the ethical and professional issues involved in computing. It discusses the ways in which computers and software pose new ethical questions or pose new versions of standard moral problems and dilemmas. It uses case studies that relate to theories of ethics. The course enables students to understand the main issues of social and professional aspects of Information Technology, to develop skills in clarifying and analyzing cases concerning corresponding issues, to acquire a broad knowledge of the social and ethical implications of information technology and become aware of how computer ethics support decision making in cases of IT-related conflicts.

Prerequisite(s): GE105, GE106 Credits: 3

IT275 Accessing the WAN

Discusses the WAN technologies and network services required by converged applications in enterprise networks. The course introduces integrated network services and the selection of appropriate devices and technologies to meet network requirements. Students learn how to implement and configure common data link protocols and how to apply WAN security concepts, principles of traffic, access control, and addressing services. Finally, students learn how to detect, troubleshoot and correct common enterprise network implementation issues.

Prerequisite(s): IT150, IT160, IT165, IT175, IT265 Credits: 3

IT280 Systems Analysis and Design

Covers the systems development life cycle. The course examines the requirements and tools for collecting and structuring data, process modeling and data modeling, interface design and data management. Students acquire skills in using tools and techniques such as interviewing, producing use cases, prototyping and generating UML diagrams. The course provides hands-on experience in designing a system following the 3-tier architecture (presentation, middleware, data storage).

Prerequisite(s): IT150, IT200 Credits: 3

IT285 Network Management and Diagnostic Tools

Provides students with the knowledge to manage a network using the existing tools, methods and platforms. The students will also become acquainted with future trends in network management. The second part of the course familiarizes students with the current issues in security and provides a practical, up-to-date and comprehensive survey of network-based and Internet-based security applications and standards.

Prerequisite(s): IT150, IT160, IT165 Credits: 3

IT290 Unified Communications

Introduces voice and data networks and examines the challenges faced by the various related technologies. The course presents Cisco solutions and implementation considerations to address those challenges. In this course, students will learn about the architecture, components, functionality and features of the Cisco Unified Call Manager Express (CUME). They will also learn Voice over IP (VoIP) and Quality of Service (QoS) technologies and apply them to the Cisco CME environment. The course focuses on Call Manager Express, connecting to a PSTN network, connecting from one router across a WAN to another router running CME, and connecting from one CME enabled router to another CME-enabled router.

Prerequisite(s): IT150, IT160, IT165, IT175, IT265, IT275 Credits: 3

IT295 Implement Secure Networks

Equips students with the knowledge and skills needed to prepare for entry-level security specialist careers. This course is a hands-on, career-oriented e-learning solution that emphasizes practical experience. The course is a blended curriculum with both online and classroom learning that leads to the CCNA Security Industrial Certification. It aims to develop an in-depth understanding of network security principles as well as of the tools and configurations available. Tools covered: Protocol sniffers/analyzers, TCP/IP and common desktop utilities, Cisco IOS Software, Cisco VPN Client, and Web-based resources.

Prerequisite(s): IT150, IT160, IT165, IT175, IT265, IT275 Credits: 3

IT300 Networks and Telecommunications

Covers all aspects of computer networks, from the physical transmission of signals, through the protocols required for the safe transmission of data, to the end-to-end services built on the communications backbone. Wired and wireless networks are covered, and special emphasis is placed on the transportation of real-time audio and video media. There is also a strong focus on support and services for wired and wireless communication systems.

Prerequisite(s): IT150 Credits: 3

IT312/BUS320 Principles of Marketing

Examines marketing as an integral part of business management within the wider scope of the firm's social responsibility and protection of the environment. The course analyzes the function of marketing in an integrated business management context and explores topics such as modern marketing practices, the description of the marketing process, environmental factors, consumer behavior, and the marketing mix.

Prerequisite(s): GE105; Co-requisite(s): GE106 **Credits: 3**

IT320 Web Technology

Introduces common web architectures such as client-server architecture and web services. Students learn how to use server- and client-side technologies to design and develop an online presence for an organization, implementing different navigation and web content strategies. Students develop dynamic websites using a combination of high-level programming languages as well as mark-up and scripting languages. Emphasis is given to evaluating websites in terms of organizational structure and design elements.

Prerequisite(s): IT150 Credits: 3

IT330 Compilers

Introduces students to compilers and language translation. Focus is given to aspects of lexical, syntactic and semantic analysis including language theory and implementation. Topics covered in the course include finite state machines, regular expressions, and top-down and bottom-up parsing techniques, code generation and optimization, subroutine calls, symbol table management, LL and LR parser generators. On successful completion of the course, students will be able to identify the various phases of the compiling process, including algorithms and data structures for their implementation in recursive high-level imperative programming languages.

Prerequisite(s): IT150, IT220 Credits: 3

IT340 Management Information Systems

Information systems are viewed from the needs of management. Areas covered include organizational foundations of systems and their emerging strategic role; Introduction to real-world systems, with a focus on their relationship to organizations and management; Technical foundations of information systems; Data processing, collection, storage, updating, and retrieval. Redesigning organizations using information systems, including reengineering of critical business processes. Capturing and distributing organizational knowledge and enhancing management decision-making. Emphasis is placed on using information technology to redesign an organization's products, services, procedures, jobs and management structures.

Prerequisite(s): GE105, GE106, IT100 Credits: 3

IT350 Project Management

Introduces students to the Project Management process and specific aspects of project-management methodologies such as PMI and Prince2. The course focuses on the field of software engineering as a way of enabling students to apply project management concepts to real life examples and experiences. The student will also receive hands-on knowledge of tools used to practice Project Management effectively.

Prerequisite(s): GE105, GE106, GE115 Credits: 3

IT355 Project Management Tools & Best Practices

Combines a review of the tools and techniques of project planning and control with hands-on individual work using Project Management software. The course will help students to plan a project (PDM networks, Gantt charts), allocate tasks and resources, optimize schedules, monitor projects, track controls and generate reports. Students work on their own PCs to become familiar with menus, views and reports with sample project data. Upon completion of this course they should be able to build and track project schedules with precision.

Prerequisite(s): IT150, IT200, IT280, IT350 Credits: 3

IT360 Human Computer Interaction

Introduces Human-Computer Interaction, the philosophy of designing user interfaces, available design techniques and methodologies, various interaction styles, available design guidelines and user interface management systems. Usability and accessibility of user interfaces is then examined and several usability evaluation methods are analyzed.

Prerequisite(s): IT100, IT150, IT320 Credits: 3

IT370 Operating Systems

Introduces students to the fundamentals of operating systems, CPU scheduling, file systems, memory management, device management, multiprocessing and time sharing. The course provides a solid theoretical foundation for understanding operating systems and includes current topics in the rapidly changing fields of operating systems and networking, including open-source operating systems. Finally, the course uses simulators and operating system emulators to demonstrate operating system operations and full programming projects. Case studies are drawn from both Linux and Windows.

Prerequisite(s): IT150, IT240 Credits: 3

IT380 Computer Graphics

Provides students with the fundamentals of programming for computer graphics and analyzes the hardware and software principles of interactive raster graphics. Topics include interactive graphics, animation, color, 2-D and 3-D modelling and transformations, viewing transformations, projections, rendering techniques, graphical software packages and graphics systems. Students will use a standard computer graphics API to reinforce concepts and study fundamental computer graphics algorithms.

Prerequisite(s): IT150, MATH150, MATH300 Credits: 3

IT385 Game Design Principles & Development Platforms

The course introduces the basic methods and platforms used in game design. It focuses on analyzing the mechanics of gameplay and how these mechanics affect the player experience. It also introduces the student to the main game platforms available in the market. The students gain hands-on experience through practical assignments such as creating paper and digital prototypes and improving the overall gaming experience by iterative design processes. Special attention is paid to the Unity platform. Students practice on Unity by setting up a 2D project, creating Prefabs, working with movement buttons, action buttons and the physics of collisions, using a sprite sheet, and integrating the Dolby Audio API.

Prerequisite(s): IT150 Credits: 3

IT400 Emerging Technologies and Themes

Addresses current and future trends in Information Technology. The course presents current market and research directions as influenced by consumers, industries and universities. Students learn the core concepts of information technology and its rapidly expanding role in solving problems and influencing decision making. This course discusses how emerging technologies evolve, how they can be identified and how they are affected by international, political, social, economic and cultural factors. Topics include the accuracy of past technology forecasts and means of improving such forecasts, international perspectives on emerging technologies, future customer trends and forecasting methodologies such as monitoring, expert opinion, trend analysis and scenario construction.

Prerequisite(s): IT150, IT200, IT280 Credits: 3

IT410 Distributed Application Development

Investigates the design and analysis of distributed systems from wide-area communication networks through local-area clusters of workstations, to shared-memory multiprocessors. Focus is on object-oriented client/server applications. Topics include building and consuming a web service, configuring and customizing a web service, calling web methods asynchronously, building a remoting client and server, creating and serializing remotable types, performing remoting operations asynchronously, and managing the lifetime of remote objects.

Prerequisite(s): IT150, IT200, IT320, IT240, IT370 Credits: 3

IT412/MU412 Music Production for Different Media (Radio, TV. Internet, Video Games)

Examines aesthetic, technical, and conceptual issues of works that combine music and video, focusing on the critical interactions between visual elements and music, and their processes of perception. It explores several current technological research and innovative approaches and techniques to works for music and video. This course will also provide historical and critical overview of the artists and scientists whose technical innovations have made a significant impact on the development of audio-visual works.

Prerequisites: None Credits: 3

IT420 Information Security & Assurance

Introduces a wide range of topics in the field of information security and assurance including: information threats/vulnerabilities and attacks, legal and ethical issues related to risk assessment, security planning, communications systems, information security technologies, cryptography, physical security, security implementation and maintenance and security personnel.

Prerequisite(s): IT150, IT160, IT200, IT320 Credits: 3

IT430 Wireless LANs Fundamentals

Teaches students to configure, implement and support wireless LANs in SMB and Enterprise networks. Upon completion of the course, students are able to install a basic WLAN, install wireless clients, install basic wireless security, operate WLAN Controllers and maintain WLANs.

Prerequisite(s): IT150, IT160, IT165, IT175, IT265, IT275 Credits: 3

IT440 Artificial Intelligence

Introduces basic concepts and methods of artificial intelligence from a computer science perspective. Emphasis will be placed on the selection of data representations and algorithms useful in the design and implementation of intelligent systems. The course will contain an overview of AI languages like Prolog and Lisp, and some discussion of important applications of artificial intelligence methodology.

Prerequisite(s): IT150, IT160, IT165, IT175, IT265, IT275 Credits: 3

IT450 Software Engineering

Effective software engineers need to understand the activities performed during each stage of the development cycle including analysis of requirements, design, implementation, testing, documentation and transition. Hands-on experience is gained throughout the duration of the course on selected aspects of the software engineering lifecycle. Lectures will take place mostly in a computer laboratory.

Prerequisite(s): IT150, IT200, IT280 Credits: 3

IT470 Emerging Computer Architectures

Provides a comprehensive introduction into the emerging field of computer architectures, microprocessors, embedded systems and hardware description languages. It provides a solid theoretical foundation for understanding the organization, structure and the major hardware components of computers, and analyzes the mechanics of information transfer and control within digital computer systems. In addition, the course presents the technical aspects of building operating system (OS) images for embedded applications and a hardware description language (VHDL) used for the design, analysis, multi-level simulation, and synthesis of digital integrated circuits and Field Programmable Gate Array (FPGA).

Prerequisite(s): IT150, IT240, IT370 Credits: 3

IT475 Web Application Development

Introduces web application development including configuration of web and application servers and development of client and server side scripts. Web application security, web authentication, session state management and web services are also presented and discussed. Contemporary technologies such as XML, XAML, Cascading Style Sheets, ASP.NET 3.5, AJAX and Silverlight are presented and used to create dynamic web applications. The course presents techniques for developing web applications, custom user controls, 2-D or 3-D graphics and binding user interface controls to data sources. Also introduces advanced programming concepts and technologies for developing graphical user interfaces.

Prerequisite(s): IT150, IT200, IT320 Credits: 3

IT499 Capstone Project

Culminating activity for the undergraduate major. Includes preparation, presentation, discussion, and evaluation of a practical project developed and written by each student.

Prerequisite(s): Completion of all other required IT courses **Credits: 3**

Mathematics Courses

Note: Catalog courses that may be used to fulfil general education requirements are designated as (GE)

MATH150 (GE) College Calculus

Introduces functions and graphs, continuity and exponential functions. Standard topics to be covered include concepts and rules of the differentiation of one variable functions, the meaning and application of derivatives in decision making management problems, integrals and the limits of one variable functions, as well as rules, interpretation, logarithm functions, definite integral, functions of several variables and application of partial derivatives. Students practice with various mathematical methods and learn how to model and analyze real world examples using mathematical tools and apply deductive reasoning as well.
Prerequisite(s): MATH90 or its equivalent Credits: 3

MATH200 (GE) Probability and Statistics

Introduces discrete and continuous probability spaces, statistical independence, distributions, discrete and continuous random variables, expectations, moment generating functions, limiting distributions, estimation of parameters, confidence intervals, hypothesis testing with applications, linear regression and correlation and multiple linear regressions. Students learn to define probability as a measure of uncertainty and as a set function, apply the algebra of sets and use various counting techniques to determine elementary probabilities. The class includes calculation of probabilities, means, variances, and moment-generating functions, and investigates approximation theorems. Students also study basic statistical inference theory.
Prerequisite(s): MATH150 Credits: 3

MATH250 (GE) Calculus II

Develops different mathematical techniques and investigates various examples and applications, emphasizing in techniques and applications of derivatives and integration, multiple integrals, limits, continuity, series and polar coordinates.
Prerequisite(s): MATH150 Credits: 3

MATH300 (GE) Discrete Mathematics

Covers the development of mathematical tools necessary for algorithmic applications in computer science. The course includes set theory and logic, various algebraic structures, graph theory, Boolean algebra, and computability theory. Students understand mathematical reasoning and logic, work with discrete structures to represent discrete objects and relationships between them, specify algorithms for certain classes of problems and appreciate the many application areas of discrete mathematics, from computer science and networking to chemistry, botany, zoology, linguistics, geography, business, and the Internet.
Prerequisite(s): IT150, MATH150 Credits: 3

MATH350 (GE) Differential Equations with Linear Algebra

Develops different fundamental methods of solving first and higher order equations and analyzes essentials of matrix algebra, linear and nonlinear systems, power series solutions and Laplace transforms.
Prerequisite(s): MATH150 Credits: 3

MATH400 Numerical Algorithms

Introduces modern approximation techniques; explains how, why, and when they can be expected to work; and provides a firm basis for future study of numerical analysis and scientific computing. Emphasis is given to global and local optimization methods.
Prerequisite(s): IT150, MATH150, MATH300 Credits: 3

MATH450 Statistics for Engineers and Scientists

Introduces the design of controlled experiments and the collection and analysis of scientific data covering descriptive statistics, probability, mean, variance, parameter estimation, random variables and distributions, hypothesis testing, regression and correlation, analysis of variance, and multifactor experimental designs. Appropriate software package is used.
Prerequisite(s): MATH150, MATH250 Credits: 3

MATH500 Multidimensional Calculus

Covers the following subjects: partial differentiation, composite functions, transformations, chain rules, vector algebra and functions, gradient, divergence, curl, curves and surfaces, multiple integrals, line integrals, surface integrals, divergence, Green's and Stoke's theorem.

Prerequisite(s): MATH400 Credits: 3

English Language & Literature Courses

Note: Catalog courses that may be used to fulfil general education requirements are designated as (GE)

ENG157 (GE) Semiotics and Film, an Introduction

Explores how a society produces meanings and values in a communication system called semiotics, from the Greek term semion, "sign". Semiotics is an interdisciplinary field, and provides a basis for interpreting many aspects of popular culture. Such diverse topics as the study of languages, literature, and other systems of human communication (including music, film, art and advertising) all include a wide range of phenomena which can be brought together by means of a general theory of signs. The course deals with three areas: 1) verbal communication, 2) nonverbal communication (iconic systems, gestures, body language, etc.), and 3) communication through art forms. Students apply semiotic principles to their particular areas of interest and get acquainted with the history of cinema and the different cinematic genres.

Prerequisite(s): GE105, GE106 **Credits: 3**

ENG200 (GE) Introduction to Linguistics

Explores the field of linguistics, and serves as a general introduction to the nature, history and use of human language, speech and writing, with a focus on English. During the semester, students will investigate the basic theories and methods of the different areas of linguistics, including phonetics, phonology, morphology, syntax, and semantics. Topics include the intricate rule systems that govern language, the similarities and differences among languages, and how spoken language relates to written language.

Prerequisite(s): GE105; Co-requisite: GE106 **Credits: 3**

ENG201 Language Awareness

Designed to guide participants as they explore how language functions from a linguistic perspective with focus on form, meaning and use, how this knowledge can be transmitted effectively to English language learners, and which resources to use in the search for answers to complex language issues. It is also designed to provide an opportunity for participants to gradually acquire the confidence that they can express themselves concisely on matters related to TESOL both in writing and in discussion with their peers.

Prerequisite(s): GE105, GE106, ENG200 **Credits: 3**

ENG202 Language in Use: Approaches to Discourse Analysis

This course takes as point of departure a view of discourse as social action. Students will engage in the description and interpretation of spoken and written language in use in various settings: political contexts; the media, including advertising and social media; computer mediated communication; professional discourses-academic, health communication and business discourses. Topics to be explored will include genres and discourses; intertextuality and interdiscursivity; construction of identities; language, power and ideology; analysis of narratives; and contrastive discourse analysis.

Prerequisite(s): GE105, GE106, ENG200, ENG201 **Credits: 3**

ENG203 Language and Mind

Introduces students to psycholinguistics: the study of the relationship between language and the processes of brain and mind. The course covers key issues in the field such as the biological bases of language, speech perception, the lexicon, sentence processing, speech production and language acquisition. Students also examine the methods used in psycholinguistic research in order to interpret the types of results these methods have uncovered.

Prerequisite(s): GE105, GE106, ENG200 **Credits: 3**

ENG204 (GE) Language and Gender

Explores the complex relationships between gender and language structure, use, and change, integrating perspectives from sociolinguistics and gender theory. Through readings, lectures, class discussions, and data analysis, students learn about gender-based differences in language use and communication and gender as a social construct that is shaped through language use; explore cross-cultural perspectives on language and gender; and examine the implications of language and gender research in institutional contexts, such as education, law, the media, and business. This course will appeal to students interested in a variety of professional fields, including English language teaching, journalism, psychology, and business.

Prerequisite(s): GE105, GE106, ENG200, ENG202 **Credits: 3**

ENG205 (GE) Introduction to Translation Studies

Introduces students to the history and function of translation in society. Students learn the multiple ways in which translators work in multilingual and multicultural environments while they become familiar with the main theoretical streams in Translation Studies. Students understand the importance of translation as an area of study and come to appreciate the age-old role translators have played as mediators between societies and cultures. Students also gain hands-on translation practice by translating texts from English into Greek.

Prerequisite(s): GE105, GE106; Co-requisite: ENG200 **Credits: 3**

ENG206 Feedback in Second/Foreign Language Writing: Contexts and Issues

Expands upon the fundamental principles and theories learned in English Methodology courses (ENG310, ENG311) in order to extend students' understanding of and ability to combine current feedback practices with revision in English as a second (ESL) and foreign language (EFL) writing. Students are exposed to the nature, form and value of current feedback practices and models as well as strategies for the delivering of feedback, both onsite and online, that assist them in dealing effectively with a diverse student population in a variety of language teaching contexts.

Prerequisite(s): GE105, GE106, ENG200, ENG201 **Credits: 3**

ENG211 Teaching Greek as a Foreign Language

Focuses on training instructors who wish to teach Modern Greek as a Foreign/Second Language in Greece and abroad. The course provides participants with a practical introduction to the principles and practices of modern communicative language teaching. It focuses on the practical issues which participants may face as instructors, and introduces them to a wide variety of materials and activities. The course helps participants develop lesson planning and classroom management techniques and competencies, and design a modern Greek Language program which can be delivered conventionally (face – to – face), or via eLearning.

Prerequisite(s): None **Credits: 3**

ENG215 (GE) Creative Writing

Introduces students to Creative Writing in its most varied application, from writing for the media, advertising and the arts to experiments in the lyric essay, fiction and poetry; the attraction of this course is in its multi-genre and inter-disciplinary application. Students interested in journalism, script-writing, and creative non-fiction, will gain from this introduction as much as those interested in the beginnings of poetry and fiction writing. Readings will take place in the craft of the lyric, non-fiction essay, art reviews, advertisement messages, script writing, story, and poetry. Students learn the basic strategies for writing in multiple, non-academic styles while focusing on the genre of their choice.

Prerequisite(s): GE105, GE106, ENG220 (and by instructor's consent for non-BAELL students)

Credits: 3

ENG218 Copywriting for Print and Digital Media

Introduces students to the craft of copywriting. It begins with the importance of audience and the notion of copy as conversation and research-based brand-writing. It looks at what makes for memorable messages and the role of stories and psychological triggers in crafting persuasive texts. Numerous examples, guided observation and a variety of frequent but brief writing assignments help students develop skills in crafting conceptually robust and compelling copy. A third of the course is devoted to copy editing and covers both organizational issues as well as paragraph- and sentence-level editing. Course material and assignments represent a spectrum of print and digital formats in print and digital media drawn from the business and non-profit sectors.

Prerequisite(s): GE105, GE106, GE112 Credits: 3

ENG220 (GE) Introduction to Literature

Introduces students to literature by providing a broad overview of the three major genres: the short story, poetry, and drama, with some exposure to critical theory; discusses the elements of fiction, poetry and drama, such as the role of setting, character, plot, theme, style, imagery, symbolism, metaphors, and tone in fiction and poetry, and the differences between ancient Greek and Shakespearean theatre. Students are introduced to representative texts and the historical/cultural contexts that produced them.

Prerequisite(s): GE105; Co-requisite: GE106 **Credits: 3**

ENG221 Shakespeare and his Time

Explores four major plays by William Shakespeare; "Hamlet", "Macbeth", "Romeo and Juliet" and "A Midsummer's Night's Dream", as well as several of his sonnets in the context of the English Renaissance. Attention is given to the use of language -- puns, metaphors, and hidden meanings -- in the plays and the poems. Classroom analysis focuses on key elements of Shakespeare's artistry, particularly the choice of setting in "Macbeth" and "Midsummer Night's Dream", the ghost scenes in "Macbeth" and "Hamlet", and the plays-within-the-plays in "Hamlet" and "Midsummer Night's Dream". The developing role of English theatre in general is explored.

Prerequisite(s): GE105, GE106, ENG220 **Credits: 3**

ENG222 The Short Story

Explores a range of short stories written in English. Students are acquainted with the hallmarks of short fiction and learn to appreciate the variety of styles and forms that have produced the short story genre. Particular attention is paid to what makes a short story its own, unique art form. Works by Poe, Joyce, Hemingway to the more contemporary works of O'Connor, Updike, Carver (among others), will be read and discussed.

Prerequisite(s): GE105, GE106, ENG220 **Credits: 3**

ENG223 Introduction to Poetry

Introduces students to the basic elements of poetry—prosody, meter, rhyme, and poetic language. The course examines selected poems from major British and American poets such as T. S. Eliot, Sylvia Plath, Emily Dickinson, Wallace Stevens, William Carlos Williams, Robert Frost, Ted Hughes et al from both the perspective of craft and content. The course will also introduce the poetry of Greek poets, such as the translated work of Konstantinos Kavafis and Argiris Chionis. The course's aim is to enable students to see poetry as a specialized use of language that conveys emotions and meaning through image and meter.

Prerequisite(s): GE105, GE106, ENG220 **Credits: 3**

ENG224 Masterpieces of 20th Century Theater

Discusses some of the most important and interesting plays written during the twentieth century in English or other languages, such as works by O'Neil, Lorca, Brecht, and Ionesco (among others). Students are introduced to key elements and concepts of 20th Century Theater. Each work will be examined in its own right, but comparisons between them will also be made with a view to assessing how different playwrights deal with social, cultural political and philosophical issues of both local and universal relevance.

Prerequisite(s): GE105, GE106, ENG220 **Credits: 3**

ENG225 (GE) Women Writers

Introduces students to a comparative approach to literature, gender theory and literary theory, by examining texts by women writers from different backgrounds, namely the UK, US, and Greece. Issues explored includehow (and if) texts by women differ from texts by men, recurring themes in women's writing and the way these have changed through the course of the 20th century, and the ways writing challenges or reinforces existing cultural norms about gender. Writers whose work will be studied is determined by the instructor, these have included, but are not limited to Virginia Woolf, Kate Chopin, Flannery O'Connor, Toni Morrison, Lilika Nakou, Margarita Lymberaki, Zyranna Zateli.

Prerequisite(s): GE105, GE106, ENG220 **Credits: 3**

ENG230 (GE) Modern Greek Literature in Translation

Explores the main aesthetic, political, and cultural questions that inform major works of the 19th and 20th centuries in both Modern Greek poetry and prose. It consists of selections and excerpts from the works of such authors as Kavafis, Kazantzakis, Seferis, Elytis, Tahtsis, Galanaki, etc. placed in their broader European literary landscape. Emphasis will be given on various aesthetic movements and sociopolitical issues such as nationalism, diaspora, immigration, gender, group and individual identity, relations between the center and the periphery, and globalization.

Prerequisite(s): GE105, GE106, ENG205, ENG220 **Credits: 3**

ENG300 Language and Society

Looks at language as a social phenomenon and studies the impact of variables such as cultural norms, regional origin, ethnicity, gender, social class and education on the way language is used. Students examine current topics in cross-cultural communication, bilingualism and code-switching, multilingual societies, and the widespread use of English as a Lingua Franca. The course also introduces students to the areas of language policy and language planning, and addresses the educational implications of sociolinguistic diversity.

Prerequisite(s): GE105, GE106, ENG200, ENG202 **Credits: 3**

ENG301 Language and Interaction

Explores the pragmatic aspects of communication i.e. how the interaction between language and context influences meaning; pragmatics deals with the question of how meaning is shaped by extra textual factors such as the cultural setting, the situational context and the role of participants. Particular emphasis is given to pragmatic phenomena such as deixis, speech acts, conversational implicature, and politeness.

Prerequisite(s): GE105, GE106, ENG200, ENG201 **Credits: 3**

ENG303 Methodology and Terminology for Translation

Introduces students to the methodologies and tools necessary to carry out translations and addresses terminology analysis and terminology management. Students distinguish terms and non-terms, become familiar with online tools for translation and evaluate their reliability. They establish methodologies for identifying and managing their projects, while by conducting preliminary terminographical work they create their first monolingual and bilingual glossaries.

Prerequisite(s): GE105, ENG205 **Credits: 3**

ENG305 Fundamentals for Translation I (English-Greek)

Encourages and guides students in applying the theoretical and methodological skills and techniques acquired for translating various texts from English into Greek, raising awareness of translation as a process and product (target text). Students are introduced to source text analysis and become familiar with content and terminology analysis before engaging in a translation. The course provides insight to the steps of translation encouraging students to 'pool in' and utilize all previous theoretical and practical skills acquired. Students are assigned source texts from different genres and discourses to be translated into Greek, ultimately developing critical awareness of how the basic principles of translation theory can be applied in practice.

Prerequisite(s): GE105, ENG205 **Credits: 3**

ENG306 Special Topics in Linguistics

This course is an advanced study of a selected area in linguistics. The focus of the course will vary depending on faculty's current research interests and student interest. Students will build on work they have completed in years 1 and 2, and will get the chance to explore in depth an area of linguistics. Topics may include: Advanced Themes in Sociolinguistics, Corpus Linguistics, Forensic Linguistics, Bilingualism, The Language of Media and Social Media, Evolutionary Linguistics.

Prerequisite(s): GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG300 **Credits: 3**

ENG307 Developmental and Clinical Linguistics

Addresses a number of key issues in Developmental and Clinical Linguistics, inlcuding: how language develops in childhood (first language acquisition); second language acquisition, bilingual language acquisition; language and cognition; how language is processed, stored and produced by the brain; how language may fail to develop and how it may go wrong later in life; how children acquire reading and writing and the characteristics/treatment of learning difficulties; causation, diagnosis and treatment of common communication disorders.

Prerequisite(s): GE105, GE106, ENG200, ENG203 **Credits: 3**

ENG310 Introduction to Methodology

Introduces students to the principles of communicative language teaching. The course includes the theoretical and practical applications of teaching the four skills of reading, writing, listening, and speaking and also examines the teaching of grammar. Students investigate different approaches to classroom management and lesson planning, as well as developing an awareness of how to choose materials and techniques appropriately for different age groups.

Prerequisite(s): GE105, GE106, ENG200, ENG201 **Credits: 3**

ENG311 Advanced Methodology

Designed to build on the techniques and principles of modern communicative language teaching covered in the Introduction to Methodology cours., This course aims to deepen students' knowledge by focusing on specific aspects of language teaching and encouraging them to approach classroom materials and teaching in a more critical and creative manner. Particular attention is given to special topics, Second Language Teaching Methods and Approaches, technology in education, learning difficulties, phonetics and phonology, and error correction. In addition, testing and evaluation, and the teaching of grammar and lexis are explored. During this course, students are expected to be able to overcome the limitations of course books by adapting or supplementing materials in order to produce a more communicative lesson, one which reflects their own students' needs and interests.

Prerequisite(s): GE105, GE106, ENG200, ENG203, ENG310 **Credits: 3**

ENG320 American Literature, an Overview

Surveys key texts in the American canon beginning with William Bradford, John Winthrop and Anne Bradstreet as well as Native American creation myths. A timeline of developments in nation-building and its literature from the Puritans and Native Americans through to the American Enlightenment will be explored, up through to contemporary American voices that address multicultural, racial and ethnic concerns regarding identity and belonging. Discussion will include the works of Emerson, Hawthorne, Wheatley, Jefferson, Lincoln, Jacobs, Hurston, Far and Alexei, among others.

Prerequisite(s): GE105, GE106, ENG220 **Credits: 3**

ENG321 The British Novel, Past and Present

Provides intensive study of the novel as a literary form based on close readings of representative texts from the 19th century to the present. Emphasis is given to the analysis of narrative, temporality, memory, voice and the status of the subject. The course analyzes how economic and social influences (modern city, industrialism, transportation etc.) as well as developments in the sciences (Darwin) influenced the 19th century novel (Bronte, Dickens, James, Hardy, G. Eliot). Aesthetic and cultural stakes are explored in radically varied constructions of modernity (Woolf, Joyce, Conrad, Lawrence, Rushdie). Finally, questions are addressed that relate to the colonial legacy and the globalized and "post-national" identities in the post-war novel (Golding et al) and are relevant to readers of the present (Kureishi, Ishiguro et al).

Prerequisite(s): GE105, GE106, ENG220, ENG221 **Credits: 3**

ENG324 Themes in Comparative Literature: the city

The course will be a topic-specific course offering that will facilitate the study and exploration of current trends and ideas in the field. This will also provide options for invited or visiting professors to develop a course of study around an issue/theme in their area of expertise related to the discipline of comparative literature. Subject interests such as explorations of the city in literature, investigations of the post-colonial, travel writing, and nature writing, are among the possible areas of focus.

Prerequisite(s): GE105, GE106, ENG220, ENG222; Co-requisites: ENG321, ENG420 **Credits: 3**

ENG325 Translation and Culture

Students focus on the dimension of culture and culture transfer through translation and learn to treat texts as linguistic, cultural and ideological products. Attention is paid to issues of culture-bound items and untranslatability. Students enhance their cultural knowledge by analyzing various texts. Also, addressed is the issue of cultural preferences of both source and target environments.

Prerequisite(s): GE105, ENG205 **Credits: 3**

ENG326 Fundamentals for Translation II (Greek- English)

Encourages and guides students towards applying the theoretical and methodological skills and techniques acquired for translating various texts from Greek into English raising awareness of translation as a process and product (target text). Students use the tools learned in previous courses to translate various texts from Greek into English including financial, legal, technical and promotional material.

Prerequisite(s): GE105, ENG205 **Credits: 3**

ENG327 The Ethics of Translation

This course introduces translation as a practice carried out for specific purposes in the framework of a given society. Students are introduced to the aspect of translation as a cultural activity. Students understand the common cultural code, customs and traditions as foundations for translation and communication. The course will also look at the various roles a translator may assume as a mediator between different cultures and ideologies within a given social context.

Prerequisite(s): GE105, ENG205 **Credits: 3**

ENG410 Practicum

(Capstone course for all BAELL majors - Students have the option of doing two Practicum courses if they wish; i.e. A BAELL degree candidate may choose to complete a TESOL Practicum course, and a Practicum in either Linguistics or Literature which would count for two culminating projects in two areas of specialization)

ENG410a -Practicum I (Literature)

Aims to guide students in their final written projects; the instructor oversees the research methodologies applied to the student's extended essay. "Literary Critical Analysis" will have introduced students to the various theories and theoretical practices which they can choose to apply to this culminating assignment. The areas in which students may focus their essay include theatre, comparative literature, American studies, poetry, and translation.

Prerequisite(s) for Literature strand: GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG221, ENG222, ENG223, ENG310, ENG311, ENG320, ENG321, ENG420, PSY200;

Co-requisite(s): ENG300, ENG301 **Credits: 3**

ENG410b -Practicum I (Linguistics)

Aims to help students carry out a research project in an agreed upon area of linguistics and to further pursue their interest on a specific topic. Students draft research proposals, and through interactive lectures, class discussions and presentations, peer- reviews and individual supervision students build on skills necessary for the undertaking and completion of their research projects. Topics covered include: formulation of research questions, methodology, data collection, data analysis and critical reviews of the literature.

Prerequisite(s) for Linguistics strand: GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG220, ENG300, ENG301, ENG310, ENG311, PSY200;

Co-requisite(s): ENG221, ENG223, ENG321, ENG420 **Credits: 3**

ENG410c Practicum I (TESOL)

This course is designed to prepare students for actual classroom teaching, building up their experience and confidence through micro-teaching and observations before teaching in an actual language classroom. During this course, students are expected to plan and teach lessons. Students will participate in peer-teaching sessions, as well as teaching in a real language classroom. They are required to do a minimum of 20 hours of observation and teaching in addition to attending classes for peer-teaching, feedback, and instruction.

Prerequisite(s) for TESOL strand: GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG220, ENG300, ENG301, ENG310, ENG311, PSY200

Co-requisite(s): ENG221, ENG222, ENG223, ENG420 **Credits: 3**

ENG411 Practicum II: Researching Language Classrooms

Provides an introduction to research design in the field of Teaching English as a Foreign Language (TEFL). Students will acquire the basic principles and skills needed to design and conduct classroom research. The course guides students through the research process: reviewing current literature, examining different methods, formulating research questions, selecting appropriate tools for collecting data, analyzing data and interpreting findings. Research topics include classroom interaction, teaching techniques, attitudes of teachers and learners and any other topics in classroom research relevant to the students' interests.

Prerequisite(s) GE105, GE106, ENG200, ENG201, ENG202, ENG203, ENG300, ENG301, ENG310, ENG311, ENG410c, PSY200 **Credits: 3**

ENG420 Literary Theory I

This course is an introduction to literary and cultural theory and to some of the main questions that have triggered theoretical discussion around the study of arts and literature since the late 19th century. These include questions about the nature of art and literature, meaning, subjectivity and culture. Major movements of literary theory will be explored including: Formalism, Practical and New Criticism, Reader-Response Theory, Structuralism, Psychoanalysis, Colonial literature, Marxism and Feminism.

Prerequisite(s) GE105, GE106, ENG220, ENG223, ENG320

Co-requisite(s): ENG222, ENG321 **Credits: 3**

ENG422 American Literature: Culture and History

Surveys key texts in the American canon beginning with the Transcendentalist Movement and Ralph Waldo Emerson compared to the Dark Romanticism of Nathaniel Hawthorne. The birth of early American Poetry is studied via two versatile representatives, namely Walt Whitman and Emily Dickinson. Thereafter, a timeline of developments in American Literature is explored beginning with the Realism of Mark Twain and Henry James through to the voice of disillusionment caused by the war as echoed by Scott Fitzgerald and Ernest Hemingway. Discussion will also include the rise of American Drama with the works of Eugene O' Neill, Tennessee Williams and Arthur Miller culminating in prominent representatives of post-war American prose and poetry.

Prerequisite(s): GE105, GE106, ENG200, ENG220, ENG320, ENG221, ENG321, ENG420 Credits: 3

PSY200 Introduction to Research Methods

Introduces students to the basic concepts and problems encountered in social scientific investigation, including types of data and measurement, sampling, probability, and research design. This is an introductory course in social science research methodology that emphasizes the importance and limitations of theory and methodology in social science research, as well as the purposes of applied research, program evaluation and research ethics.

Prerequisite(s): GE105, GE106 **Credits: 3**

PSY210 (GE) Educational Psychology

Introduces the field of educational psychology and explores the development of cognitive functions and language, individual and cultural differences, and research on teaching and learning. The course also covers learning theories, developmental theories, issues of motivation, emotion, class management, intelligence and diversity, as well as understanding measurement and assessment, teaching and learning styles and special needs.

Prerequisite(s): GE105, GE106 **Credits: 3**

Music Courses

Note: Catalog courses that may be used to fulfil general education requirements are designated as (GE)

MU101 Music Theory I (Fundamentals)

Covers the basic elements of notation and meter in Western music. Topics include the staff, accidentals, rhythmic values, time signatures, simple and compound meters, major scales and key signatures, simple and compound intervals, minor scales and key signatures, whole tone scale, octatonic scales, blues scale, triad construction and basic harmonic progressions.

Prerequisite(s): None; For non-music majors interview is required Credits: 3

MU102 Music Theory II (Harmony 1)

Introduces diatonic harmony, diatonic melody and harmony; two-part counterpoint. Students understand chord grammar through study of voice leading, figured bass, and harmonization of melodies. Topics include triads and seventh chords, the diatonic chords in major and minor keys, principles of voice leading, root position part writing, triads in first and second inversion, cadences, phrases and periods.

Prerequisite(s): MU101 Credits: 3

MU107 Ear Training /Solfège I

Teaches sight-singing and dictation of diatonic materials in all clefs and intervals. Exercises in rhythmic reading, conducting, prepared singing, and intonation.

a) Diatonic Solfège syllables
b) Melodic music notation employing scales and intervals
c) Rhythmic music notation including simple and compound meter
d) Vocal and keyboard performance of music notation

Prerequisite(s): None; Co-requisite for non-majors: MU101 Credits: 1.5

MU108 Ear Training/Solfège II

Continuation of MU107. Introduction of chromaticism and modulation within a tonal context. Triplets and compound rhythms. Melodic, harmonic, and rhythmic dictation.

a. Diatonic Solfège syllables
b. Melodic and harmonic music notation employing scales and intervals and chords
c. Intermediate rhythmic music notation including simple and compound meter
d. Vocal and keyboard performance of music notation

Prerequisite(s): MU107 Credits: 1.5

MU151 Piano Studio I

Introduces the basics of piano performance. Piano as a secondary instrument is designed for the student whose major performing area is not piano. The course stresses basic piano technique, use of the piano as a functional instrument, and as study of compositions representative of the major stylistic periods. This course is the primary source of preparation for the piano proficiency exam required of all music majors. Emphasis on music reading, piano technique, basic keyboard harmonization. This course teaches all major scales, applied theory, short pieces for prepared reading, easier short pieces for sight reading, and ensemble pieces.

Prerequisite(s): None; Co-requisite for non-music majors: MU101 Credits: 1

MU152 Piano Studio II

Focuses on a continuation of technique building at the piano developed in MU 151. Focus is on developing aural and visual skills that enable students to perform elementary-level piano music. Introduction to sight-reading, music theory. Topics will include an introduction to the keyboard, hand position, and music theory. Solo literature appropriate to the level will be studied.

Prerequisite(s): MU151 Credits: 1

MU153 Piano Studio III

Focuses on functional piano, the playing of simple accompaniments and intermediate-level piano music. Introduction to chording and playing by ear. Intermediate-level sight-reading and basic piano ensemble experience, and basic keyboard pattern and transposition. Sight reading skills will be extended beyond the five-finger hand position. Students will further develop piano skills and technique. Solo literature appropriate to the level will be studied.

Prerequisite(s): MU152 Credits: 1

MU154 Piano Studio IV

Continues the building of techniques learned at the piano, and developed in MU153. The student will study selected works of contrasting styles from the solo literature. Sight reading and keyboard skills will be further developed. Introduction to keyboard harmony. Topics include major and minor scales, intervals, diatonic triads and seventh chords.

Prerequisite(s): MU153 Credits: 1

MU155 Piano Studio V

Continues the building of techniques at the piano developed in MU154. Topics include simple chord progressions, major and minor plagal and authentic cadences, and melodic harmonization.

Prerequisite(s): MU154 Credits: 1

MU156 Piano Studio VI

Continues the building of techniques at the piano developed in MU155. Topics include review of concepts learned in previous classes: diatonic chord progressions in all major and parallel minor keys, harmonization of the major and melodic minor scales, resolution of the dominant seventh chord, and harmonization of a melody using all diatonic triads and the dominant seventh chords.

Prerequisite(s): MU155 Credits: 1

MU157 Violin for Beginners

Designed for the student who has not a musical background and would like to learn the fundamentals of violin playing or the student whose major performing area is the piano. The course stresses basic string techniques and provides an introduction to violin performance. This course is offered to substitute for MU 151 Piano Studio I-II.

Prerequisite(s): None; Co-requisite for non-music majors: MU101 Credits: 3

MU161 Voice for Beginners

Designed for beginning voice students without previous knowledge, and those who would like to work on the basic skills of singing, including vocal technique (in speech and singing) and solo vocal performance. Aspects of breathing, support, diction and a variety of vocal literature will be addressed.

Co-requisite for non-music majors: MU101 Credits: 3

MU171 Guitar for Beginners

Designed for the student who would like to acquire the fundamental skills for playing the guitar. The course stresses basic guitar playing techniques and provides an introduction to guitar performance.

Co-requisite for non-music majors: MU101 Credits: 3

MU180 Jazz Improvisation

Addresses jazz improvisation, the art of manipulating the elements of jazz music in real-time, through guided performance practices. Students will develop improvisational skills, through piano performance. (This course serves to substitute for MU154 Piano Studio IV, MU155 Piano Studio V and MU156 Piano Studio VI, for students concentrating in modern music).

Prerequisite(s): MU153 Credits: 3

(1 per three semesters)

MU201 Music Theory III (Harmony 2)

Continues to teach diatonic harmony and introduces chromatic harmony; two-voice tonal counterpoint and analysis of small forms. More advanced study of tonal harmony and voice leading, including the topics of secondary function, modulations to other keys, and the analysis of binary and ternary forms; tonal counterpoint; formal and compositional idioms of the late Baroque; keyboard harmony, figured bass, and introduction to score reading.

Prerequisite(s): MU102 Credits: 3

MU202 Music Theory IV (Form and Analysis)

Introduces the literature and analysis of music through detailed study of representative compositions. Continued study of tonal and chromatic harmony and voice leading. Composition of small forms. Introduction to instrumentation and scoring. Formal and compositional idioms of the Classical period.

Prerequisite(s): MU101, MU102, MU201 Credits: 3

MU203 Music Theory V (Counterpoint)

Teaches the techniques of counterpoint with an emphasis on a particular style, such as that of the sixteenth or eighteenth century.

Prerequisite(s): MU201 Credits: 3

MU204 Music Theory VI (Advanced Harmony)

Examines chromatic and enharmonic harmonic practises thoroughly. The course is structured for students with a prior understanding of harmony and who are interested in expanding their knowledge, and examining music form the late romantic and early 20th century music. Continuation of MU201.

Prerequisite(s): MU101, MU102, MU201 Credits: 3

MU205 Jazz Music Theory

The study of basic concepts of jazz melody, harmony, rhythm and form. Includes the study of jazz notation, chord progressions, chord voicing, chord relationships, voice- leading, jazz harmonization, chord-scale relationships, improvisational devices, and song forms. (This course serves to substitute for MU202 Music Theory IV, for students concentrating in modern music)

Prerequisite(s): MU201 Credits: 3

MU207 Ear Training/Solfège III

Builds on material learned in MU 108. More challenging exercises in sight-singing and preparation of increasingly chromatic materials. Melodic, harmonic, two-part, and rhythmic dictation. Two-part rhythmic exercises and conducting. This course addresses the aural recognition and cognition of chromatic and modulatory tonal melodies in bass, treble, and alto clefs. Also covers division and subdivision of beats in simple and compound meter. The material includes all triads and seventh chords with primary and secondary functions.

Prerequisite(s): MU107, MU108 Credits: 1.5

MU208 Ear Training/Solfège IV

Builds on material learned in MU207. Greater emphasis on non-diatonic material is given, more difficult exercises in prepared singing, sight-singing, dictation, and rhythm. This course addresses the aural recognition and cognition of chromatic and modulatory tonal melodies in bass, treble, alto and tenor clefs, and complex rhythms. The material includes all triads and seventh chords with primary and secondary functions, mode mixture, the Neapolitan chord, augmented sixth chords and altered chords.

Prerequisite(s): MU107, MU108, MU207 Credits: 1.5

MU221 (GE) Music History I (Survey of Music History)

Surveys music chronologically from the Middle Ages to the present. Topics include chant and secular song in the middle ages, polyphonic music from its beginning through the thirteenth century, Ars nova, Renaissance music of the low countries, the music of reformation, music of the early baroque, Bach, Vivaldi, Handel, Haydn, Mozart, Beethoven, Romanticism, and Opera from the early 20th century. (This course serves to substitute for MU222 Music History II, for students concentrating in modern music).

Prerequisite(s): None; For non-music majors: GE142 Credits: 3

MU222 Music History II (Medieval, Renaissance and Baroque)

Studies music from the sixteenth century to the death of Bach. Covers the elements of music, including melody, textures, harmony, rhythm, tempo, dynamics, timbres, form, style, notation, tonality, and thematic development. It provides an overview of the music from the Medieval and Renaissance Periods, and surveys the major composers, their compositions, genres and structures from the music of the Baroque. It also makes connections to popular, modern, and non-Western music and cultural practices as a way to enhance understanding, perspective, and critical thinking.

Prerequisite(s): GE105; Co-requisites: GE106 Credits: 3

MU303 Instrumentation

Studies ranges, tonal possibilities, technical limitations, and necessary transpositions for all orchestral and band instruments, including writing for combinations of instruments.

Prerequisite(s): MU101 Credits: 3

MU304 Orchestration

Applies practical orchestration methodologies, and addresses a variety of orchestration applications for different settings and environments.

Prerequisite(s): MU303 Credits: 3

MU305 Contemporary Techniques (serves as an elective to all music students)

Studies music from 1910 to the present; new compositional and analytical procedures. In particular, the course encompasses the following materials: A study of impressionistic techniques; pandiatonic and mirror harmony; polychoral, polytonal and atonal writing; and numerous creative exercises in the styles of the most significant composers of all nationalities of the 20th Century. The art and literature of the period of the specific composers under consideration will be discussed in conjunction with the stylistic analysis of the music.

Prerequisite(s): MU203 Credits: 3

MU306 Analytical Techniques (serves as an elective to all music students)

Analytical techniques for the study of tonal music of the eighteenth and nineteenth centuries. This course focuses on the tonal language of nineteenth-century European composers, including Schubert, Chopin, Brahms, and Wagner. Students confront analytical problems posed by their increasing uses of chromaticism and extended forms through both traditional (classical) models of tonal harmony and form, as well as alternative approaches specifically tailored to this repertory. Students present model compositions and write analytical papers.

Prerequisite(s): GE105, GE106, GE115, MU101, MU102, MU201, MU202, MU203 Credits: 3

MU311 Music Pedagogy

An investigation of historical, philosophical, aesthetic, and pedagogical principles that provide the background and context for contemporary music education. The course focuses on developing a vision of music education for the future. It is designed to provide students an overview of the cultural and historical context of music education. This foundation will provide the necessary perspective for a practical application of philosophical and aesthetic principles.

Prerequisite(s): GE106 Credits: 3

MU321 Music History III (Classicism and Romanticism)

Studies the music from Scarlatti to Liszt. Discusses evolving changes from classicism to romanticism, and pinpoints key shifts in the musical styles. Attention is paid to defining characteristics of the composers under discussion, as well as to the cultural practices of their period.

Prerequisite(s): GE105; Co-requisites: GE106 Credits: 3

MU322 Music History IV (Romanticism & 20th Century)

Studies the music from Wagner to the present. Provides an overview of nineteenth-century romanticism and twentieth-century classical music, including genres, structures, key composers and their compositions. In addition, it includes references to technical considerations and non-Western music and cultural practices as a way to enhance understanding, perspective, and critical thinking.

Prerequisite(s): GE105; Co-requisites: GE106 Credits: 3

MU323 (GE) Greek Music

Studies the most important fields of Greek Music from Classical Antiquity and Byzantine era to today's traditional, classical and pop music. Topics include: Ancient Greek music, Music of the Hellenistic period, Music of the Byzantine Empire, Music during the Ottoman Empire, Greek folk music of the mainland, Crete and the islands, Urban songs (Rembetika), Greek Classical Music from the Ionian islands, the Greek National School of Music, contemporary classical music, pop, rock and other current streams. (This course serves to substitute for MU321 Music History III, for students concentrating in modern music).

Prerequisite(s): None; For non-music majors: GE142 Credits: 3

MU324 (GE) American, Jazz, Pop Music

Studies important issues connected with America's music: the art of improvisation; the role of composition; innovation and tradition; individuality and style; instruments and forms. Examination of the formation of the roots of American music, issues of race. Students will learn how to appreciate Native American, Delta blues, country, New Orleans jazz, New York swing and bepop, Classical American music and pop if they are unfamiliar with it, and to deepen their understanding. (This course serves to substitute for MU322 Music History IV, for students concentrating in modern music).

Prerequisite(s): None; For non-music majors: GE142 Credits: 3

MU325 (GE) World Music and Cultures

Studies the music and musical cultures from around the world. Musical traditions throughout the world are considered through analytical, social, and aesthetic approaches. Introduction to the music and contexts of South America, Africa, India, Japan, and Indonesia. Topics include popular and folk music, music and ritual, communication, and self-expression, with consideration of modal structures, instruments, forms, and performance practices. Discussion of issues such as orientalism (i.e., Western representations of the Orient) and the need to develop cultural identities in once-colonized countries. (This course fulfils the Interdisciplinary and Intercultural category).

Prerequisite(s): None; For non-music majors: GE142 Credits: 3

MU326 (GE) Words and Music: from the Middle Ages to the Present

Examines different approaches to word-music relationships in a broad range of periods and genres. Combining text (whether sung or implied) and music adds another layer to both elements reinforcing meaning and feeling. Students will explore some of these rich interactions in such diverse and chronologically disparate genres as the troubadour song, the Renaissance erotic madrigal, the German Lied, the program symphony, as well as modern combinations of words and music. We will consider how the elements of the text (syntax, rhyme, form, alliterations, etc.) dictate particular musical decisions, but also how the music underlines, attenuates, or even subverts the meaning of the words. Concepts to investigate include irony, musical rhetoric, intertextuality, and, even, "silence."

Prerequisite(s): None; For non-music majors: GE142 Credits: 3

MU379 Conducting and Rehearsing Techniques (serves as requirement for students in composition and as elective to all students)

Introduces practices of conducting through a detailed study of the problems of baton technique. These skills applied to selected excerpts from the standard literature, including concertos, recitatives, and contemporary music. Fundamentals of score reading and baton technique discussed. Provides an introduction to the art, the craft, and the practice of orchestral conducting. The course is targeted to students in Music Composition, and the experienced musician who is familiar with the basic orchestral repertoire as well as the fundamental procedures of orchestral playing.

Prerequisite(s): MU101 Credits: 3

MU380 Conducting

Introduces techniques for Conducting, such as conducting patterns applied to elements of interpretation; practice in sight singing; further development of score reading and conducting technique; Basic skills—beat patterns, use of each hand, study of musical terminology, transposition, tempi, and dynamics; simple score reading and conducting experience with emphasis on instrumental techniques; and observation and discussion of rehearsal procedure, band and orchestral literature, and performance practice in public schools.

Prerequisite(s): Entrance audition required Credits: 24
(3 per semester)

MU401 Piano

An individual instruction in the study and interpretation of musical literature. Repertoire includes, etudes, scales, arpeggios, sonatas by Scarlatti, Bach's Preludes and Fugues, Sonatas by Haydn, Mozart and Beethoven, Piano pieces by Mendelssohn, Schumann, Chopin, Brahms and Liszt, contemporary piano music by Debussy, Bartók, Ligeti, works by American and Greek composers. Student has to prepare two concert recitals.
Prerequisite(s): Entrance audition required Credits: 24
(3 per semester)

MU402 Violin

An individual instruction in the study and interpretation of musical literature. Repertoire includes etudes, scales, arpeggios, concertos and sonatas by Tartini, Handel, Bach, Haydn, Mozart, and Beethoven. Romantic compositions by Schumann, Brahms, Franck, Faure. Also includes works by modern composers such as Ysaÿe, Bartok, Debussy, Ravel and studies of the orchestral repertoire.
Prerequisite(s): Entrance audition required Credits: 24
(3 per semester)

MU403 Viola

An individual instruction in the study and interpretation of musical literature. Repertoire includes etudes, scales, arpeggios, concertos and sonatas by Telemann, Handel, Bach, Stamitz, Hoffmeister, and Mozart. The viola sonatas by Brahms, Shostakovich and Hindemith, and the viola concertos by Walton and Bartók. Special focus on the study of orchestral excerpts.
Prerequisite(s): Entrance audition required Credits: 24
(3 per semester)

MU404 Cello

An individual instruction in the study and interpretation of musical literature. Repertoire studied includes sonatas by Bach, Vivaldi, Beethoven, Brahms, Faure, Grieg, Rachmaninov, Debussy; concertos by Boccherini, Haydn, Schumann, Saint-Saens, Dvořak and Elgar. Special attention will be given to the study of basso continuo and scales, arpeggios, etudes and excerpts of the orchestral repertoire.
Prerequisite(s): Entrance audition required Credits: 24
(3 per semester)

MU405 Double Bass

Individual instruction on the study and interpretation of musical literature. Repertoire includes, scales, arpeggios, etudes, sonatas by Vivaldi, Hindemith, Vasks, Gubaidulina; concertos by Dittersdorf, Krebs, Hoffmeister, and Bottesini. Techniques for the tone, bow, pizzicato, thumb positions, vibrato, fingerings. Special focus on the study of orchestra excerpts.
Prerequisite(s): Entrance audition required Credits: 24
(3 per semester)

MU406 Voice

Individual instruction on the study and interpretation of musical literature. Topics include the correct posture, basic elements of breathing, the vibrato, articulation, developing a practice and warm up routine. Repertoire includes baroque arias, arias from baroque oratorios and passions, lieder by Mozart Beethoven, Schubert, Schumann, Brahms, Wolf, arias from operas by Mozart, Rossini, Verdi, Puccini, Weber, Wagner, Berlioz, Bizet, Gounod, Tchaikovsky; songs written by composers of the 20th century.
Prerequisite(s): Entrance audition required Credits: 24
(3 per semester)

MU407 Counterpoint

Develops contrapuntal skills and techniques in two-, three-, and four-part textures. Analysis and writing of examples of sixteenth-century vocal styles including the motet. Study of eighteenth-century instrumental styles including invertible counterpoint, chorale prelude, and two- and three-part inventions.
Prerequisites: MU203 Credits: 3

MU408 Fugue

Concentrates on the writing of different types of fugues and on short pieces involving different types of imitation. The material is based on Bach's The Well-Tempered Clavier, Goldberg Variations, Das Musikalische Opfer, and Die Kunst der Fuge.

Prerequisites: MU203, MU407 Credits: 3

MU409 Guitar

Individual instruction on the study and interpretation of musical literature. Repertoire includes etudes, scales, arpeggios, concertos and sonatas by Foscarini, Bartolotti, Corbetta, Sanz, and Weiss. Romantic compositions by Aguado, Albeniz, Arcas, Carulli, Coste, Tarrega, and Barrios. Also includes works by modern composers such as Brower, Granados, Lauro, and Villa-Lobos.

Prerequisite(s): Entrance audition required Credits: 24

(3 per semester)

MU410 Collaborative Piano

This one-to-one course is offered to piano majors that have completed the sophomore year of their studies, giving them the opportunity of specialization in the Art of Vocal Accompaniment. Articulated in four distinct areas comprising both Art Song and Aria repertoire, the course provides to pianists the diverse stylistic knowledge and practical skills to address vocal repertoire from Baroque to the 21st century. In each semester students will explore one of the following genres: the German Lied, French Mélodie, World Art Song (repertoire not restricted to but focused on Greek and American composers) and the operatic Aria. The course considers issues of diction in the main languages of vocal repertoire and the various performance traditions as well. Student has to prepare two public performances as an accompanist of vocal recitals.

Prerequisite(s): Entrance audition required, MU401.1-401.4 Credits: 12

(3 per semester)

MU411 Music Technology

Teaches the use of personal computers to apply the basics of a Musical Instrument Digital Interface system, its software, and the instruments commonly used with desktop MIDI workstations (synthesizers, digital samplers); MIDI sequencing, digital audio editing, and principles of digital syntheses. The course is intended for those with little prior technical training. An introduction to the computer music studio, techniques of digital recording and editing, analog and FM synthesis, MIDI sequencing, and a comprehensive study of the literature and styles of the classic tape studios. Study of advanced synthesis techniques, digital sampling, video synchronization, and multimedia applications. Compositional projects in electronic music.

Prerequisite(s): MU101; Co-requisites: IT100 Credits: 3

MU412 Music Production for Different Media (Radio, TV. Internet, Video Games)

Examines aesthetic, technical, and conceptual issues of works that combine music and video, focusing on the critical interactions between visual elements and music, and their processes of perception. It explores several current technological research and innovative approaches and techniques to works for music and video. This course will also provide historical and critical overview of the artists and scientists whose technical innovations have made a significant impact on the development of audio-visual works.

Prerequisite(s): MU101 Credits: 3

MU413 Percussion

Study fundamental concepts and techniques of sound production, practice methods, instrument selection, tuning, maintenance, rhythm, sight-reading, aural skills, musical styles and interpretation. Study of seven instrument categories including snare drum, drum set, hand drumming, percussion keyboards, timpani, orchestral accessories, and multiple percussion, in one hour per week private lessons for each semester. Emphasis of solo and chamber music literature, and performance including the senior recital.

Prerequisite(s): Entrance audition required Credits: 24

(3 per semester)

MU414 Saxophone

An individual instruction in the study and interpretation of musical literature. Saxophone lessons will consist of an overall knowledge of the saxophone in either jazz or classical disciplines. The student, through the preparation of weekly assigned material, will display a command of the instrument and skills necessary to succeed in a variety of musical situations.

Prerequisite(s): Entrance audition required Credits: 24

(3 per semester)

MU450 Musical Organization – Instrumental

Involves various groups including symphony orchestra, contemporary ensemble, and other conducted organizations. Course content consists of appropriate musical repertoire, determined by ability level of students involved and the service requirements for departmental performance obligations. (This course serves to substitute for MU453 Musical Organization - Choral, for students concentrating in instrumental performance).

Prerequisite(s): MU101 Credits: 6

(1.5 per semester)

MU451 Opera Workshop

Involves acting, musical coaching, movement, stage, and audition techniques will culminate in the performance of opera scenes and possible ensemble participation in a main stage production. Fundamental stage techniques. Basic stage language, movement, presentation skills, and fundamentals of acting for recital and opera. Training in the awareness of the dramatic aspects of music as basis for characterization and includes an introduction to scene work.

Prerequisite(s): MU101 Credits: 3

MU453 Musical Organization - Choral

Involves the study and performances of the great literature from the choral-symphonic tradition. Open to all by audition. Required of all students for whom chorus satisfies the required musical organization (i.e., voice, keyboard) and all conducting majors.

Prerequisite(s): Audition required, MU101, MU107 Credits: 6

(1.5 per semester)

MU456 Art of Accompanying (for Piano Majors only; Serves as Music Organization credit.)

Involves sight reading, transposing, and acquaintance with vocal and instrumental literature. Rehearsal and performance as accompanist for a required public performance of a full undergraduate recital. Analysis and practice in the vocal and instrumental repertoire; discussion of style and performance. Required practical training through two hours per week assigned accompaniment. Serves as Music Organization credit for juniors and seniors only.

Prerequisite(s): MU101 Credits: 3

MU461 Basic Composition I

Involves individual lessons in composition; introduction to principles of composition. Instruction in calligraphy and manuscript preparation. Examination of contemporary music devices. Written work modelled on analyses of representative forms. Topics include: composition of music sentences and periods, composition in several idioms such as pandiatonic, atonal, twelve-tone, serial, pointilistic; analysis of representative compositions written in the 20th century; setting lyrics to music; original compositions for different music ensembles; and contemporary instrumental techniques.

Prerequisite(s): Entrance audition required Credits: 2

MU462 Basic Composition II

Builds on MU461, and introduces students to some of the basic problems in musical composition through a series of exercises. Written work modelled on analyses of representative forms. Topics include: composition of music sentences and periods, composition in several idioms such as pandiatonic, atonal, twelve-tone, serial, pointilistic; analysis of representative compositions written in the 20th century; setting lyrics to music; original compositions for different music ensembles; and, contemporary instrumental techniques.

Prerequisite(s): MU461 Credits: 2

MU463 Intermediate Composition I

Builds on M 462, and introduces students to some of the basic problems in musical composition through a series of exercises. Written work modelled on analyses of representative forms. Topics include: composition of music sentences and periods, composition in several idioms such as pandiatonic, atonal, twelve-tone, serial, pointilistic; analysis of representative compositions written in the 20th century; setting lyrics to music; original compositions for different music ensembles; and, contemporary instrumental techniques.
Prerequisite(s): MU462 Credits: 2

MU464 Intermediate Composition II

Builds on MU463, and introduces students to some problems in musical composition through a series of exercises. Written work modelled on analyses of representative forms. Written work modelled on analyses of representative forms. Topics include: composition of music sentences and periods, composition in several idioms such as pandiatonic, atonal, twelve-tone, serial, pointilistic; analysis of representative compositions written in the 20th century; setting lyrics to music; original compositions for different music ensembles; and, contemporary instrumental techniques.
Prerequisite(s): MU463 Credits: 2

MU465 Intermediate Composition III

Builds on MU464, and introduces students to some problems in musical composition through a series of exercises. Written work modelled on analyses of representative forms. Topics include: composition of music sentences and periods, composition in several idioms such as pandiatonic, atonal, twelve-tone, serial, pointilistic; analysis of representative compositions written in the 20th century; setting lyrics to music; original compositions for different music ensembles; and, contemporary instrumental techniques.
Prerequisite(s): MU464 Credits: 2

MU466 Senior Composition I

Builds on MU465, and introduces students to some problems in musical composition through a series of exercises. Written work modelled on analyses of representative forms. Topics include: composition of music sentences and periods, composition in several idioms such as pandiatonic, atonal, twelve-tone, serial, pointilistic; analysis of representative compositions written in the 20th century; setting lyrics to music; original compositions for different music ensembles; and, contemporary instrumental techniques.
Prerequisite(s): MU465 Credits: 2

MU467 Senior Composition II

Builds on MU466, and introduces students to some problems in musical composition through a series of exercises. Written work modelled on analyses of representative forms. Topics include: composition of music sentences and periods, composition in several idioms such as pandiatonic, atonal, twelve-tone, serial, pointilistic; analysis of representative compositions written in the 20th century; setting lyrics to music; original compositions for different music ensembles; and, contemporary instrumental techniques.
Prerequisite(s): MU466 Credits: 3

MU470 Chamber Music (serves as organization credit)

Rehearsal and performance of chamber music. Specified chamber music experience in classes for trios and quartets for students concentrating in instrumental performance.
Prerequisite(s): MU101 Credits: 3

MU480 Music Theory Seminar

Introduces students with special interest in music theory to more advanced analytical methods and systems. Topics may include Post Tonal Theory, Schenkerian analysis and History of the Music Theory. Post Tonal Theory refers to atonal and 12 tone music with an emphasis in compositions by Schoenberg, Berg, Webern and Stravinsky. Schenkerian analysis provides a method for better apprehension of the compositional construction of tonal music. History of Music Theory is a survey of theoretical treatises and systems written from the Greek Antiquity until the Twentieth century.
Prerequisite(s): MU203 Credits: 3

MU495 Music History and Literature Capstone

Pending This course provides the tools for scholarly research for music history and literature students. It will offer an overview of the elements involved in conducting research in various fields of music, including music performance, music history, and music education. Print and electronic formats will be explored to find appropriate music research materials. In addition, this course focuses on the critical elements necessary to successfully accomplish advanced research in all areas of music scholarship.
Prerequisite(s): Completion of all music program requirements Credits: 3

MU496 Medium Scale Composition

Composition students are required to present publicly a medium scale composition after completing their sophomore year.
Prerequisites: MU463

MU497 Music Theory Capstone

This course provides the tools for scholarly research for music theory students. It will offer an overview of the elements involved in conducting research in various fields of music, including music performance, music theory, and music education. Print and electronic formats will be explored to find appropriate music research materials. In addition, this course focuses on the critical elements necessary to successfully accomplish advanced research in all areas of music scholarship.
Prerequisite(s): None Credits: 3

MU500 Senior Recital in Performance and Composition

Recital in the major instrument in preparation with the instructor during the last semester of studies. Presentation of a half-recital of compositions written during residency for different media, with the student participating as performer or conductor of at least one work.
Prerequisite(s): Completion of all music program requirements

Psychology Courses

Note: Catalog courses that may be used to fulfill general education requirements are designated as (GE)

BIOL200 (GE) Human Biology

Introduces the major chemical and biological principles through the study of the human body and emphasizes the interrelationships between the body organ systems. Systems physiology, diseases, nutrition, genetics, and human ecology are the major topics. This is the second course in a two-term sequence of Biology courses for non-majors. The BIOL200 Laboratory is designed to reinforce understanding of the topics covered in lectures.
Prerequisite(s): GE105, GE106, BIOL150 Credits: 4

PSY150 Introduction to Psychology

Provides a broad, general introduction to psychology -- the scientific study of behavior and mental processes. This course includes such topics as memory, learning, the study of the nervous system, psychological disorders and therapy, sexuality, attitudes, conformity, persuasion, and motivation. Students gain an increased awareness of the broad range of phenomena investigated by psychologists and a greater ability to understand and critique psychological research.
Prerequisite(s): GE105; Co-requisites: GE106 Credits: 3

PSY200 Introduction to Research Methods

Introduces students to the basic concepts and problems encountered in social scientific investigation, including types of data and measurement, sampling, probability, and research design. This is an introductory course in social science research methodology that emphasizes the importance and limitations of theory and methodology in social science research, as well as the purposes of applied research, program evaluation and research ethics.
Prerequisite(s): GE105, GE106, PSY150 Credits: 3

PSY210 (GE) Educational Psychology

Introduces the field of educational psychology and explores the development of cognitive functions and language, individual and cultural differences, and research on teaching and learning. The course also covers learning theories, developmental theories, issues of motivation, emotion, class management, intelligence and diversity, as well as understanding measurement and assessment, teaching and learning styles, and special needs.
Prerequisite(s): GE105, GE106 Credits: 3

PSY220 Developmental Psychology I

Studies the basic concepts and mechanisms inherent in the process of human development from conception to adolescence. The course describes the nature and context of human development, as well as the research methods used to study it. Students examine the biological, cognitive, social, emotional, and moral aspects of development through various theoretical models. The major emphasis is on normal growth and development.
Prerequisite(s): GE105, GE106, PSY150; Co-requisites: PSY200 Credits: 3

PSY230 Developmental Psychology II

Covers the study of normal growth and change from adolescence through adulthood to old age, and gives students an appreciation for the complex ways in which human beings grow and change over the life span. The course emphasizes major theories and themes in human development, the developmental tasks and challenges a person must master at different times across the life span, how research is formulated and carried out, and applying knowledge to real world situations.
Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY220 Credits: 3

PSY240 (GE) Social Psychology

Introduces students to the scientific study of the way people think about, feel, and behave in social situations. It involves understanding of how people influence and are influenced by others around them. The topics covered will examine how individuals perceive themselves and others, how individuals interact with others, and how individuals think in social settings. The primary goal of this course is to provide students with an understanding of the perspectives, research methods, and empirical findings of social psychology. An equally important goal will be to develop critical and integrative ways of thinking about theory and research in social psychology.

Prerequisite(s): GE105, GE106, PSY150 Credits: 3

PSY250 (GE) Introduction to Child-Centered Play Therapy

Provides an introduction to the field of Play Therapy including the theories and principles involved in its practice. By the nature of the subject, learning-by-doing is emphasized. The course involves hands-on-experience directly associated with the theoretical ideas outlined in the course readings, with the overall aim to facilitate self-expression and the development of one's creative potential in a non-threatening way. At the end of the course, students will have gained an understanding of the use of Play Therapy as a healing modality and how it can be applied when working with various age groups for clinical and non-clinical populations.

Prerequisite(s): GE105, PSY101 or PSY150; PSY220 `Credits: 3

PSY260 (GE) Statistics for the Social Sciences

Provides knowledge of how statistics are used to evaluate theories in the social sciences. Students will become familiar with a variety of descriptive and inferential statistical techniques such as: frequency distributions, descriptive statistics, probability, correlation, and hypothesis testing. During the course, students will learn how to use SPSS (a computer statistical program for Social Sciences) to carry out statistical procedures.

Prerequisite(s): MATH90 or its equivalent Credits: 3

PSY270 Forensic Psychology

The aim of the course is to introduce students to the field of Forensic Psychology by dealing with many different domains of the subject. The student will obtain an understanding of inventories, procedures, case conceptualizations and interventions based on Forensic Psychology theory and practice. Students will be able to gain knowledge on a wide range of subjects which will be addressed by discussing theory and then going on into skills' practice. The course is structured in a manner which will give the students the opportunity to work on their practical and critical skills. The whole course will be focused on how theory is embedded in practice and case performance.

Prerequisite(s): GE105, GE106, PSY150, PSY240 Credits: 3

PSY280 (GE) Social Psychology Seminar

The social psychology seminar constitutes an interdisciplinary field of study, concerned with how psychological processes help illuminate concepts, principles and theories social scientists use to better understand other areas of interest like politics, culture, sociology or marketing. Various contexts may be addressed, including cultural, social, historical, economic, and political with the primary goal of advancing students' understanding of how such factors impact the lives of populations. Some of the major lines of advanced social psychology theory and research as well as their applications to human life can be explored in this course. The applications of this course may include group decision-making, personality characteristics of leaders and followers; racism and stereotyping, and their impacts; the influences of emotion and cognition on decisions; the origins of violence and genocide; and relations and interactions within and between groups as in business relations and the workplace in general.

Prerequisite(s): GE105, GE106, PSY150, PSY200; Co-requisites: PSY240 Credits: 3

PSY300 Physiological Psychology

Emphasizes the molecular aspects of human neuroscience, particularly as they relate to how the brain's normal and abnormal functioning affect human experience and behavior. The course will particularly focus on those aspects of neuroanatomy, neurochemistry, and physiology, which directly influence an organism's human experience, motivation, language, thought, and learning.

Prerequisite(s): GE105, GE106, PSY150, PSY200, BIOL150, BIOL200 Credits: 3

PSY320 Learning and Behavior

Introduces various theoretical approaches to the study of learning, and behavior change. Topics include but are not limited to classical and operant conditioning, and observational learning. The main goal of this course is to provide students with an understanding of learning theories, research methods and empirical findings of this field of psychology. Students will be able to discuss the experimental strategies used by scientists to investigate how animals, including humans, learn as well as apply such theories to human learning when relevant.

Prerequisite(s): GE105, GE106, PSY150, PSY200 **Credits: 3**

PSY330 Abnormal Psychology

Provides an overview of abnormal psychology and an introduction to the field of clinical psychology. The course focuses on the description of various psychological disorders, how they develop, the course they follow, and their treatment, emphasizing current theory and research. This course uses the diagnostic system developed by the American Psychiatric Association, the DSM-IV, with students being required to learn both the strategies the system uses to categorize patterns of abnormal behavior, and what those characteristic patterns are. Issues to be explored will touch on major controversies in the field.

Prerequisite(s): GE105, GE106, PSY150, PSY200 Credits: 3

PSY345 Fundamentals in Music Therapy

Introduces the science of Music therapy including basic concepts, knowledge, and skills. Addresses the challenges that affect clients who benefit from music therapy, and provides a platform for reflection of one's own experiences. Case material showcasing work in a range of settings will be linked with the psychological theories that underpin clinical practice. Included are improvisation techniques used in music therapy, encouraging exploratory thinking about the emotional qualities of music, and is suitable for those wishing to broaden their understanding of how music can be utilized in health and education as a therapeutic tool.

Prerequisite(s): GE105, GE/PSY101 or PSY150 Co-requisites: GE142 or MU221 Credits: 3

PSY360 Testing and Assessment

Provides students with the knowledge and skills necessary for understanding psychometric issues as well as the relationship between research and practice. The course focuses on the uses of different tests in a variety of settings. Students gain theoretical and practical basis for selecting and using the wide range of test and measurement data available to applied researchers.

Prerequisite(s): GE105, GE106, PSY150, PSY200 Credits: 3

PSY370 Cognitive Psychology

Focuses on the basic principles associated with human cognition exploring such topics as perception, attention, memory, knowledge, problem solving, reasoning and language comprehension and production. The course guides students in an exploration of what is known about cognitive psychology, how it was discovered, and what is still left to be discovered. Upon completion of the course, students understand related cognitive theories and how the scientific method works within the context of cognitive psychology and are able to appreciate how research and theory in cognitive psychology have been applied to real-world problems.

Prerequisite(s): GE105, GE106, PSY150, PSY200 Credits: 3

PSY380 Theories of Personality

Provides a broad introduction to the key theories of personality, including the perspectives of psychoanalytic/psychodynamic, social/life-span, humanistic, and cognitive/behavioral. The course draws attention to significant contemporary movements, such as positive psychology and cross-cultural psychology, and their application in the study of personality theories. The course is designed to help students understand various historical issues and controversies to date, what research has shown, and what difficulties are encountered in trying to form a comprehensive understanding of human personality.

Prerequisite(s): GE105, GE106, PSY150, PSY200 Credits: 3

PSY390 Health Psychology

Provides students with a broad overview of the theory, research and practice of health psychology and behavioral medicine, with an emphasis on the prevention and modification of health compromising behaviors. The class will also address the psychological management of stress, pain and chronic/terminal illness as well as effective interventions for specific health behaviors and disorders.

Prerequisite(s): GE105, GE106, PSY150, PSY200 Credits: 3

PSY400 Experimental Psychology

Introduces students to the philosophy, principles, and methods of scientific research in experimental psychology. The focus of the class is on experimental research methods, although non-experimental and descriptive research techniques are also covered. Among the many topics to be discussed are the goals, assumptions, and requirements of science; the steps of the scientific method; ethics, experimental control, and research design; sampling and generalization; and hypothesis testing and statistical significance.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY260 Credits: 3

PSY410 History and Systems of Psychology

Helps students understand the historical foundations of psychology, their influence on contemporary psychological thought, and the growth of psychology as a science. The course covers major concepts of various schools of psychological thought and contemporary theoretical systems as they have evolved historically, including ideas expressed by philosophers, physiologists, and psychologists. It also considers the impact of human and cultural diversity on the science of psychology.

Prerequisite(s): GE105, GE106, PSY150, PSY200 Credits: 3

PSY420 Interviewing and Counseling

Trains students in interviewing and counseling skills that are fundamental for a career in the Human Services professions. Students are familiarized with the theoretical premises of different counseling and psychology theories and instructed on how the theories are transformed into intervention strategies. Ethical and professional behavior within the context of interviewing and counseling practice is also discussed. Effective interviewing and counseling skills such as mastery of basic attending, listening, focusing, influencing and structuring skills for diverse populations are taught.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY330 Credits: 3

PSY430 Theory and Principles of Psychotherapy

Explores contemporary approaches to assessment, treatment planning, and intervention based in biopsychosocial systems and empirically supported interventions. The major areas covered include the theoretical foundations of major therapeutic approaches such as cognitive, behavioral, psychodynamic and existential- humanistic. The course emphasizes multicultural and ecological contexts in planning and conducting multi-faceted interventions for change.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY330 Credits: 3

PSY440 Clinical Psychology

This course is a follow-up on the course of abnormal psychology. It is designed to consider in more depth what constitutes abnormal behavior. Going beyond the description of various psychological disorders, the course explores assessment and ethical issues in clinical practice and research through case studies. This course will make use of the diagnostic system developed by the American Psychiatric Association (DSM-IV-TR). The course focuses mainly on theoretical and empirical topics in clinical psychology, and is not designed to teach students 'how' to perform clinical skills.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY330 Credits: 3

PSY450 Child Psychopathology

Focuses on child and adolescent psychopathology with lecture presentations and discussions concentrating on disease etiology, epidemiology, phenomenology, nosology, and diagnosis. Students are engaged in a critical review of common child and adolescent psychopathology and challenge social and cultural assumptions of what constitutes "normal" vs. "pathological" behavior, cognition, and emotion. Topics to be reviewed include Attention Deficit Hyperactivity Disorder, Learning Disorders and Eating Disorders.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY220, PSY330 Credits: 3

PSY460 Clinical Neuropsychology

Provides a comprehensive overview of the field of clinical neuropsychology. The course includes discussion of such topics as functional neuroanatomy, principles of neuroscience, brain development, neurological disorders and etiologies, neurodiagnostic techniques, normal and abnormal brain functioning, and neuropsychological and behavioral manifestations of neurological disorders. Special topics include clinical neuropsychological assessment, diagnosis, treatment and rehabilitation of individuals with neurological, medical, or neurodevelopmental disorders across the lifespan.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY300, PSY330 Credits: 3

PSY470 Behavior Modification

Surveys the history and various theoretical approaches to the study of learning and behavior modification, and the basic and applied research from which current behavior modification techniques have been derived. The course addresses theoretical and ethical issues raised by application of these approaches. Topics include positive control, aversive control, stimulus control, symbolic control of behavior, classical and operant conditioning, modeling, cognitive principles and behavioral and cognitive interventions. Students learn applied behavior modification techniques including: observing and recording behavior and formulating and writing behavioral objectives. This course also includes an examination of motivation, attitude formation and cognitive intervention approaches.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY320 Credits: 3

PSY480 Psychology of Addictions

Helps students develop a critical understanding of contemporary psychological approaches to the understanding of addiction. Students consider the relative contributions of psychological theories from the fields of biological, behavioral, social, and cognitive psychology to understanding, treatment, and prevention of both drug-related addictions and selected addictive behaviors, such as gambling, overeating, alcoholism etc.

Prerequisite(s): GE105, GE106, PSY150, PSY200, PSY330 Credits: 3

PSY490 Internship Placement

Provides students with opportunities for learning through practical experience in a professional setting. The intern will be given the chance to relate principles presented in textbooks and classroom settings to real-life situations, under responsible supervision.

Prerequisite(s): All required courses Credits: 4

PSY499 Capstone Project

Aims to bring together the organizational, statistical and expressive skills fostered during undergraduate work. This course is the culminating activity in the psychology major. Students are expected to conduct a small-scale, thorough, empirically-based research project (e.g., a survey, a field observation, or an experiment) in any area of psychology. This research, with a specific purpose and hypothesis of the student's choice, must include review of the relevant professional literature, systematic data collection, analysis and interpretation, and professional write-up of the overall work.

Prerequisite(s): All required courses Credits: 3

Engineering Courses

Note: Catalog courses that may be used to fulfill general education requirements are designated as (GE)

CH100 (GE) General Chemistry with Lab

A brief review of fundamentals including stoichiometry, atomic structure, and chemical bonding. Other topics include thermo chemistry, gas laws, properties of solution, and inorganic coordination compounds. Intended primarily for science/engineering majors.

Prerequisite(s): None Credits: 4

CH101 Thermodynamics

Covers the fundamental principles of thermodynamics and physical chemistry as applied to engineering systems. This course provides a foundation in fundamental thermodynamic phenomena, including the first, second and third law of thermodynamics (entropy and free energy, including the molecular basis for these thermodynamic functions), thermodynamic properties, equations of state in real and ideal gases, availability and combustion. The basic laws are used to understand and analyze the performance and efficiency of systems such as propulsion systems, automobile engines, gas turbines, steam power plants, and refrigerators. Special attention is paid to thermodynamics related to global energy issues.

Prerequisite(s): CH100 Credits: 3

CH200 Physical Chemistry

Focuses on fundamental topics of physical chemistry including the properties of gases, liquids, solids and solutions, thermochemistry and thermodynamics, chemical equilibrium, reaction rates, conductance and electromotive force.

Prerequisite(s): CH100 Credits: 3

CIV100 Civil Engineering System

An introduction to civil engineering design. Analyze needs, determine capacities and develop design alternatives for civil engineering systems. Structures, water and waste water facilities, geotechnical and transportation systems are studied.

Prerequisite(s): GEN100 Credits: 3

CIV101 Building Construction

Introduction to the legal, architectural, structural, mechanical, and electrical aspects of building construction. Principles of drawing and specification preparation and cost estimating.

Prerequisite(s): GEN100, CIV100 Credits: 3

CIV102 Surveying and Mapping

Introduction to survey measurements, distance, direction and elevations. Traverse computations and adjustment. Recording field measurements by hand and electronically. Emphasis on coordinate geometry calculations. Topographic surveying and mapping. Introduction to GIS (Geographic Information Systems) in order to store, manage, query and map project data.

Prerequisites: MATH150 Credits: 3

EL100 (GE) Introduction to Electrical circuits with Lab

The course covers the following topics: a) Electrical Quantities and Circuit Variables (charge, current, voltage, resistance, power and energy units), b) Circuit Modelling (sources, circuit elements, Ohm's law and Kirchhoff's laws, c) Circuit Reduction Techniques (series, parallel, voltage divider, current divider, delta-star conversion, voltage and current source conversions), d) Circuit Analysis Techniques (mesh and loop current analysis, node voltage analysis), e) Circuit Theorems (maximum power transfer, superposition, Thevenin and Norton), f) Energy Storage Circuit Elements, g) Complex Number Theory (complex plane, polar forms, conversions), h) AC Circuits (sinusoidal waveforms, phase, R.M.S. average values, phasors, analysis using node voltages, loop currents and branch currents).

Prerequisite(s): None Credits: 4

EL150 Electromagnetic Fields and Waves

Topics covered include Maxwell's equations, electrostatics and magnetostatics, fields of charge distributions, fields near conductors, method of images, material polarization and dielectrics, fields of current distributions, electric and magnetic dipoles, power and energy in electromagnetism, electromagnetic work, electrodynamics, electromagnetic waves, wave polarization, wave propagation in isotropic and anisotropic media, wave propagation in plasmas, reflection, transmission, and refraction of waves at media interfaces, wave propagation in periodic structures and photonic bandgaps, guided waves in transmission lines, microwave circuits and smith charts, transients in transmission lines, metallic waveguides, dielectric waveguides, radiation and antennas, wire antennas, antenna arrays, diffraction, and aperture antennas.

Prerequisite(s): PH100 Credits: 3

EL170 (GE) Introduction to Digital Systems with Lab

Topics to be covered in this course include Logic gates and Boolean Algebra, Combinational Logic, Arithmetic Circuits and common MSI Logic Circuits, Latches, Flip-flops, Registers and Counters, NMOS and CMOS based Logic Gates. The course also includes lab hours with examples based on Digital systems design using Matlab SW.

Prerequisite(s): MATH150 Credits: 3

EL200 Electronic Design I with Lab

Provides an introduction to active electronic devices and focuses on the design of analog electronic circuits. More specifically, course subjects include introductory semiconductor physics, p-n junctions, bipolar junction transistors (BJTs), field effect transistors (FETs), basic circuits and applications using transistors (differential amplifiers, digital logic, etc.), Laplace techniques for filter specification, amplification and filtering via linear operational amplifiers (op-amp) circuits.

Prerequisite(s): EL100 Credits: 4

EL220 Electronic Design II with Lab

Provides advanced design methods for active and passive electronic devices and focuses on the design of digital electronic circuits. Power electronic semiconductors, switch mode power converters, motor drives & their control. Digital signal interfacing, including optoelectronic and transceivers. Precision analog signal conditioning. High speed and low power techniques. Practical circuit construction and testing techniques. Examples will be investigated in lab with Autodesk SW.

Prerequisite(s): EL200 Credits: 3

EL250 Electric Energy Systems I with Lab

Provides an introduction to the description of electric power systems and components. Review of three phase circuit theory. Magnetic fields and circuits. Transformers: principles of operation, equivalent circuit. Power system representation: single-line diagram, single-phase equivalent, per unit system. Electromechanical energy conversion: equations of force and torque, energy and co-energy, voltage equations, two-phase synchronous machine. Principles and characteristics of alternating current machines, pulsating and rotating magnetic field, pole number and synchronous speed. Synchronous and asynchronous machines. Load flow: statement of the problem and fundamental equations, bus types, application of the Gauss-Seidel method. Implementations and design of Electric Energy Systems based on Matlab SW.

Prerequisite(s): EL100, MATH150, PH200 Credits: 3

EL270 Electric Energy Systems II with Lab

Advanced energy systems planning and operation with emphasis on advanced analysis methodologies and computer simulation. Penetration of renewable energy resources (RERs) into electrical networks in relation to the availability of energy storage systems (ESSs). Provision of ancillary services to electrical grids such as: balance of RERs energy production, balance local loads, reserves provision, islanded operation of distribution systems, integration into low voltage microgrids etc. Implementation and design of advanced Electric Energy Systems based on Matlab SW.

Prerequisite(s): EL250 Credits: 3

EL300 Automatic Control Systems with Lab

Provides a description of Control Systems with differential and recursion equations, transfer functions, impulse responses, and state equations, for continuous and discrete time. Feedback, Sensitivity Steady State Errors, Disturbance Rejection. Definitions of Stability. Algebraic stability criteria: Routh, Hurtwitz, Continuous Fractions. Nyquist criterion. Root locus. Bode and Nichols diagrams. State space: Controllability and Observability, Canonical forms. Lyapunov stability. Lab – based examples of control design using Matlab.
Prerequisite(s): MATH150 Credits: 3

EL310 Introduction to Unmanned Aircraft Systems

The course provides an overview of UASs structure and functionality. It includes a description of the different designs of UAS and the purposes of each of them. Students will be able to understand the difference between a toy UAS (drone) and a commercialized one, and to analyze the main functions of a UAS: detecting water masses, disease detection, soil management, irrigation and drainage management, rhino protection, land surveying and many more. The students also get to know the limitations of UAS, its legislation framework (nationally and internationally), the technical capabilities of the UAS and the type of equipment it can carry.
Prerequisite(s): MATH150, PH100 Credits: 3

EL311 Wireless Communication Networks for UAS

This course analyses wireless communication systems that include unmanned aerial vehicles (UAVs). The communication channels will be presented and the importance of short-range line-of-sight (LoS) links is analyzed. Special attention is given to the challenges introduced by the utilization of highly mobile and energy - constrained UAVs for wireless communications. The basic networking architecture and main channel characteristics are explained in detail, highlighting the key design considerations as well as the new opportunities to be exploited
Prerequisite(s): EL150 **Credits: 3**

EL400 Signals and Systems I with Lab

Provides basic concepts on signals and systems both in analog and discrete time. Convolution, correlation, autocorrelation, sampling of sinusoidal signals, stationary and ergodic signals, Fourier transform. Linear, time-invariance systems, frequency response and system realization, z-transform, Discrete Fourier Transform, comparison in the continuous and discrete domains, characteristic signals and application domains. Hands – on examples and design on Lab based on Matlab SW.
Prerequisite(s): EL100, MATH150 Credits: 3

EL450 Signals and Systems II with Lab

Analyzes advanced concepts on signals and systems in analog and discrete time focusing on noise in communication systems, line of sight radio links, amplitude modulation and demodulation, angle modulation and demodulation (phase modulation and frequency modulation). Systems' implementations are carried out in lab equipped with Matlab SW.
Prerequisite(s): EL400 **Credits: 3**

GEN100 (GE) Introduction to Engineering with Design Lab

Includes an overview of the problems, perspectives, and methods of the engineering profession. Modelling of real-world problems for purposes of optimization, decision-making and design are analyzed. Practical techniques of problem formulation and analysis are also presented. Additionally, practice drawings are explained, and assigned drawings are completed by students both during lab periods and outside of class.
Prerequisite(s): None Credits: 4

GEN101 Engineering Mechanics

Behavior of mechanical and structural systems under load. Topics include effects and distribution of forces on rigid bodies at rest; kinematics and kinetics of particles; force systems; shear and moment diagrams; force-stress-strain-deformation relationships, including torsion and combined loading; buckling and stability analysis; and, stress/strain transformation.
Prerequisite(s): PH100 Credits: 3

GEN102 Engineering Measurements with Lab

In this course, students will: Understand the basic engineering laboratory techniques and procedures of experimental planning and design, data collection and analysis; Use modern data acquisition tools to collect experimental data; Analyze data and present the results in clear and concise reports; Compare against theoretical results; Assess uncertainty and error sources in measurement systems; and write technical reports.
Prerequisite(s): MATH150 Credits: 3

GEN103 Engineering Material and Devices

Introduction to Materials: review of physical concepts; structure of materials and influence on properties, relative costs of materials; information sources for properties and size standardization. Mechanics of Materials: review of terminology and concepts; stress, strain, elasticity, yield and strength; ultimate stress; Hooke's Law, Young's Modulus, Poisson's Ratio; tension, compression, shear; thermal stress; strain energy; torsion in shafts; deflection of beams; shear, bending moment; stress. Friction and failure of materials.
Prerequisite(s): None Credits: 3

GEN300 Global Engineering Leadership

Aims to help provide engineers with the business leadership skills they need to advance their careers in enterprise management, being exposed to the latest business trends and thinking from experts in US and Europe. It focuses on the basic principles and practice of leadership in engineering environments. The modules focus on the principles and practice of leadership and management in private, public and not-for-profit engineering organizations. Topics include leadership, management, organizational behavior, entrepreneurship, ethics, innovation, communication, collaboration and competition, and conflict resolution. The course includes team-based projects in which the students have an opportunity to reflect upon and apply what they are learning.
Prerequisite(s): None Credits: 3

GEN499 Capstone Project

Culminating activity for the undergraduate major. Includes preparation, presentation, discussion, and evaluation of a practical project developed and written by each student.
Prerequisite(s): All required courses Credits: 3

MATH250 (GE) Calculus II

Develops different mathematical techniques and investigates various examples and applications, emphasizing in techniques and applications of derivatives and integration, multiple integrals, limits, continuity, series and polar coordinates.
Prerequisite(s): MATH150 Credits: 3

MATH350 (GE) Differential equations with linear algebra

Develops different fundamental methods of solving first and higher order equations and analyzes essentials of matrix algebra, linear and nonlinear systems, power series solutions and Laplace transforms.
Prerequisite(s): MATH150 Credits: 3

MATH450 Statistics for Engineers and Scientists

Introduces the design of controlled experiments and the collection and analysis of scientific data covering descriptive statistics, probability, mean, variance, parameter estimation, random variables and distributions, hypothesis testing, regression and correlation, analysis of variance, and multifactor experimental designs. Appropriate software package is used.
Prerequisite(s): MATH150, MATH250 Credits: 3

MATH500 Multidimensional Calculus

Covers the following subjects: partial differentiation, composite functions, transformations, chain rules, vector algebra and functions, gradient, divergence, curl, curves and surfaces, multiple integrals, line integrals, surface integrals, divergence, Green's and Stoke's theorem.
Prerequisite(s): MATH400 Credits: 3

ME100 Introduction to Engineering Design and Solid Modeling

Explores the product design process via team design projects. Student work through laboratory exercises and products are examined from various perspectives such as societal, historical design, safety and manufacturing. More specifically, subjects such as ideation, sketching, design constraints, solid modeling, decision making, statistical quality control, manufacturing methods and engineering analysis are covered.
Prerequisite(s): MATH150 Credits: 3

ME200 Introduction to Material Science

Analyzes the concepts of materials science and the relation of structure of material properties. More specifically, subjects such as atomic structure, mechanical properties of materials, bonding material transport, phase diagrams, solidification, solid state transformations, and corrosion and oxidation are covered.
Prerequisite(s): CH100 Credits: 3

PH100 (GE) Physics with Lab

Focuses on basic and current understandings of physics' problems and principles. Some of the topics to be studied include motion, forces, energy, and chemical reactions. Students will also be learning about machines, electricity, and magnetism. As students learn about each of the abovementioned topics, they will be conducting laboratory activities. For these activities students will be paired with one or more of their classmates.
Prerequisite(s): **MATH150** **Credits: 4**

PH200 (GE) General Physics II

Focuses on fundamental topics of physics including waves, optics, sound, heat, electricity, circuits magnetic and electromagnetic fields, and thermodynamics.
Prerequisite(s): MATH150, PH100 Credits: 3

PH270 Introduction to Nanoscience and Nanotechnology

The course introduces the student to the world of Nanoscience and Nanotechnology and aims to reveal its tremendous impact in everyday life. The course focuses on the basic properties of condensed matter and how these change with the reduction of size. During the course, students develop the required technical background and study the properties Nano- and Micro-electronics, Nano-optics, Carbon-based nanomaterials and Biological nanomaterials. The basic fabrication techniques are discussed and students are introduced to concept of Medical Nanotechnology. Finally, the course examines the business perspective of Nanotechnology companies and products.
Prerequisite(s): MATH150 Credits: 3

PH300 Thermodynamics

This course covers the following subjects: Properties of a pure substance, work and heat, laws of thermodynamics, entropy, thermodynamic relations, and cycles.
Prerequisite(s): PH100, PH200 Credits: 3

MBA Course Descriptions

BUS501 Functional Skills Integration

Students are engaged in interactive seminars and workshops that reshape how they think, act, and perceive themselves. Through feedback and self-reflection, students focus on their emotional intelligence and develop a growing awareness of their own styles of professional conduct and management.
Prerequisites: Completion of all MBA core courses or permission by program director.
To be taken in the last term of study Credits: 3

BUS511 The Business Landscape

Provides a holistic view of an enterprise framed through the basic concepts of management functions. Contemporary business challenges are identified and studied, focusing on how to address issues and exploit opportunities in a competitive business environment.
Prerequisites: None Credits: 3

BUS512 Leadership and Organizational Behavior

Focuses on the behavior of people at work as well as the way they interact in the organizational environment with effects on organizational performance and effectiveness. It examines different systems, structures and processes, and is divided into two modules moving from individual behavior to the organization with emphasis on leading change. Topics include: self-awareness, work attitudes, emotions, organizational dynamics, and new leadership roles as ambidexterity, agility and managing complexity.
Prerequisites: None Credits: 3

BUS513 Business Policy and the International Economy

Focuses on the fundamental economic concepts necessary for managerial decision making and how those interplay with business policy. It introduces tools which are essential for understanding the global economic environment within which businesses operate and focuses on how optimal business decisions should be made by taking into consideration economic factors.
Prerequisites: None Credits: 3

BUS514 Ethics Law and CSR

Provides an understanding of the fundamental principles and laws that form the legal environment in which all businesses function, as well as of important legal issues that may affect day-to-day business activities. Areas of study include legal issues concerning internal and external stakeholders (personnel, customers, suppliers and competitors). Topics in ethics to be discussed include the special responsibilities of professionals, the obligations of corporations concerning the environment and product safety, and employee rights. Emphasis will be given to the mastery of representative ethical systems and concepts, and their application to real-life situations.
Prerequisites: None Credits: 3

BUS516 Total Rewards

Provides an understanding for the reward functions that contemporary organizations implement. It examines various compensations and benefits strategies offering a multinational perspective for total and flexible rewards dominate the global market place. Topics include: job analysis, wage scales, pension and benefits, incentives, HRIS systems, compensation and benefit planning and profit sharing.
Prerequisites: None Credits: 3

BUS517 Employment Relations

Emphasizes the aspects of employment relations from both a US and a European perspective. It provides students with an overview of the legal framework at work discussing the regulatory revolution, employment contracts, discrimination, equal opportunity and diversity as well as discipline and grievance. Other topics also include: collective bargaining, employee involvement and participation and special topics on unionism, conciliation and arbitration, and redundancy procedures.
Prerequisites: None Credits: 3

BUS518 Business Analysis and Service Management

Covers the principles of Business Analysis as defined by IIBA and Service Management as defined by ITIL. Beyond the theoretical background, a practical approach is adopted in order to provide an understanding of the way these principles are applied in order to achieve operational excellence.

Prerequisites: None Credits: 3

BUS519 Digital Marketing Analytics

Focuses on understanding and implementing the digital media landscape and digital analytic concepts. The course explores the digital marketing tools including: e-mail marketing, newsletter release, social media listening, Search Engine Optimization (SEO) analytics, conversion optimization, digital content management – web site architecture and consumer engagement analytics in creating marketing decision making. The course focuses on legal and ethical issues of digital marketing. The course focuses on using digital marketing analytics in formulating effective and efficient company–customer quality relationships, new product development. The course optimally leads to On-Line Marketing Certified Associate (OMCA).

Prerequisites: None Credits: 3

BUS520 Integrating Marketing in a Digital Age

Introduces students to on-line / off-line marketing operations in various business markets. The digital era is strongly affecting marketing practices, and regardless of the industry, sector, or geography, the marketing student needs to understand the power of digital marketing strategies, tools and techniques. The course focuses on relationship marketing theory as the means of a service– dominant business approach into the markets. In addition, the course explores digital marketing planning and implementation practices, reporting and the impact digital marketing management has on differentiated marketing activities.

Prerequisites: None Credits: 3

BUS526 Marketing Management

Provides an overview of marketing processes and principles, and gives students the opportunity to apply the key marketing concepts to real-business situations. The course teaches students to identify and explore the significance of market needs, to plan for the development of goods and services, to organize communication campaigns, and to develop marketing strategy for internationalization of the enterprise. Topics include the development of commercial relationships, building successful brands, and strategic market planning.

Prerequisites: None Credits: 3

BUS527HR Strategic Human Resources Management

Provides a thorough understanding of how people are managed at work. The focus is on key HR practices and activities ranging from job analysis to training and rewards systems. Additional critical, applied, and theoretical contemporary HR approaches such as flexible working, outsourcing, employee involvement and commitment at the work place are also discussed.

Prerequisites: None Credits: 3

BUS528 Managerial Finance

Introduces students to the principles of managerial finance. The course covers the basic principles of corporate finance and the elements needed for financial management, planning, decision-making, and valuation in a business enterprise. The areas of study include: financial markets and instruments, time value of money, valuation of assets and projects under certainty and uncertainty, and corporate financing policy. It concludes with a critical approach of the mergers and acquisitions strategies in the modern financial environment.

Prerequisites: None Credits: 3

BUS529 Managing for Sales

Aims at exploring alternative sales management strategies as part of the people management competency of the MBA program as well as sales applications and practices within a competitive business environment. More analytically, the course focuses on effective and efficient line management of sales-reps, sales and forecasting techniques as preparation for effective selling practices, account and territory management, development of selling roles, skills and competencies. Finally, the course examines the role of selling within the Customer Relationship Management framework and hence, building of long-lasting business relationships.

Prerequisites: None Credits: 3

BUS530 Green Salary - Business Management for Climate Change Mitigation

Designed for students interested in climate education for business professionals, the course provides an introduction to issues of biopolicy and green employment and shows how climate change adaptation schemes apply to current and future business management practices and career tracks.

Prerequisites: None Credits: 3

BUS6109 Accounting for Decision Making

Explores financial and managerial accounting and procedures, with a focus on the content, analysis, and interpretation of financial and management accounting information. Topics include techniques and tools for planning, control, and decision making in an effort to achieve organizational goals.

Prerequisites: None Credits: 3

BUS6110 Operations Research

Provides a framework for conducting research in a scientific manner in all areas of business. It examines the role of statistics and forecasting in the business decision-making and planning process. Topics include problem identification, research design, data collection methods, sample design, data analysis and interpretation and report preparation.

Prerequisites: None Credits: 3

BUS6111 Technology and Operations Management

Explores service management, business analysis and operations management. Essential knowledge of standard frameworks for service management (ITIL), business analysis (BABOK) and project management (PMBOK) in the context of decision making are discussed. It also focuses on the importance of technology and information use in decision making, and the achievement of organizational goals.

Prerequisites: None Credits: 3

BUS6120 Strategy

Strategy definition and dissemination within a firm are discussed in this course using a multilevel approach. Intra-industry analysis, resources and capabilities analysis, and understanding of sustainable competitive advantage are explored.

Prerequisites: None Credits: 3

BUS6277CCM Cross Cultural Management

Focuses on negotiation in the global business setting, on culture and negotiation strategy, culture and negotiators' interests, and culture and negotiation ethics. It also covers factors such as dispute resolution venue, currency, and having government on the other side of the table.

Prerequisites: None Credits: 3

BUS6280 Project Portfolio Management

During the past decade, Project Portfolio management frameworks have been increasingly supported by executives in order to enable their organizations to better align resources and project investments with their strategic objectives. This course presents globally recognized management structures, processes and best practices which enable organizations to effectively & efficiently manage projects for the purpose of achieving their strategic objectives. The course presents methods for defining Projects, Programs and Portfolios, prioritizing strategic objectives, evaluating Project alignment with anticipated benefits, determining optimal combinations of programs and projects within portfolios, establishing portfolio performance measures and periodically reevaluating ongoing projects throughout the portfolio’s life cycle.

Prerequisites: None Credits: 3

CP6300 Capstone Project

Students demonstrate knowledge and skills integration acquired across the MBA program, the ability to conduct high level analysis of business issues, and to develop robust recommendations and solutions to the business issues they investigate. Through the project, students hone their critical analysis, empirical investigation, managerial argumentation, decision making, persuasion and project management skills, valuable for the enhancement of their professional careers.
Prerequisites: Completion of all program requirements or permission by program director.
To be taken in the last term of study. Credits: 3

GAM6800 Global Air Transport Strategies

Analyzes the economic and managerial factors involved in global air transport operations. Emphasis is placed on demand analysis, pricing, route structure, fleet planning and financing. A simulation of airline operations may also be used to provide practical insights into the problems faced in managing an airline.
Prerequisites: None Credits: 3

GAM6810 Global Air Transportation System

Promotes a greater awareness of the international aviation system in regard to regulation and the international organizations involved in the global aviation industry. In addition to international public law and a review of key international conventions, topics such as safety, environmental and security management are addressed as well as aviation insurance.
Prerequisites: None Credits: 3

GM6271 International Business

Provides an overview of the environment, structures, and systems that are the basis for international business. Students are exposed to the geography, cultures, economies, politics, and other infrastructures of major market areas of the world. The course develops team and individual organizational skills and capabilities in intercultural communication, strategic management, and the negotiation, implementation and evaluation of international business issues.
Prerequisites: None Credits: 3

GM6274 International Marketing

Examines the challenge of entering and operating effectively in foreign markets. It investigates how decisions need to be made regarding international marketing objectives, strategies and policies, foreign market selection, adaptation of products, distribution channels of communications to fit each foreign market, and systems of international marketing organization, information gathering, planning and control.
Prerequisites: None Credits: 3

MGT6126 Project Management

Covers the management of projects within an organizational context, including the processes related to initiating, planning, executing, controlling, reporting, and closing a project. Project integration, scope, time, cost, quality control, and risk management are also explored. Managing the changes in organizations resulting from introducing or revising information systems is examined, as are identifying project champions, working with user teams, training, and documentation.
Prerequisites: None Credits: 3

MGT6130 Entrepreneurship and New Venture Management

Offers a framework for understanding the entrepreneurial process, and exposes students to challenges, problems, and issues faced by entrepreneurs who start new ventures. Major objectives are for students to learn how to identify and evaluate business opportunities, develop a business concept and marketing plan, assess and obtain the required resources, manage the growth of new ventures, and plan exit strategies.
Prerequisites: None Credits: 3

PR6241 Strategic Communication and Public Relations

Students are introduced to public relations as a strategic, planned process to influence public opinion through sound character performance, based on mutually satisfactory two-way communication. The course covers the Public Relations functions that help an organization and its publics to mutually adapt to each other. Topics include: strategic communication, media relations, the management of issues (crisis management), community relations, consumer relations, international relations, and public opinion management.

Prerequisites: None Credits: 3

PR6245 Special Event Management

Introduces students to special event planning, as well as to marketing and management processes and techniques in event management. The course uses an interactive methodology to discuss the trends and benefits of special events, as well as the special event planning cycle. Students learn techniques to promote the corporate image, draw publicity, re-energize old concepts/products, enhance the organization's reputation, introduce new services, and restore the corporate image in a crisis situation.

Prerequisites: None Credits: 3

PR6248 Crisis Management

Offers an attitude adjustment about crises. The course uses crises case studies and real-time crisis scenarios to teach students sound planning and crisis forecasting techniques. A practical, business-oriented overview introduces students to strategic communication techniques on how to avoid interfering with normal operations of business and falling under media scrutiny, and how to protect the corporate image or a company's bottom line during a crisis situation.

Prerequisites: None Credits: 3

PR6250 Branding and Communications

Introduces students to the principles of branding and integrated marketing communications. The course familiarizes students with the practice of marketing communications and its role in creating value for the firm and its stakeholders. Special reference is made to advertising, media planning, and the differences between marketing and public relations. Furthermore, it introduces students to current applications of integrated communications practice in the competitive environment.

Prerequisites: None Credits: 3

SHM510 Shipping Operations and Management

This course focuses on the operational, managerial and financial characteristics of the Shipping industry in an international context and on the global business skills and understanding that managers in the industry must possess to help their firms compete effectively in an uncertain business environment optimizing their resources.

Prerequisites: None Credits: 3

SHM511 Marine and Surveying Management

This course addresses all fundamental issues related to a flag and classification society's requirements to keep a commercial ship in proper legal and technical order with respect to their certification regime and to ensure a seamless shipping operation.

Prerequisites: None Credits: 3

SHM512 Statutory Shipping Requirements

This course focuses on ISM, ISPS, MLC and STCW requirements and explores how a modern and reliable shipping company can remain in compliance with those requirements without compromising economic efficiency, the safety of people on board, and the protection of the environment.

Prerequisites: None Credits: 3

TRA6700 International Multimodal Transportation Seminar

Analyzes the economic and managerial factors involved in global intermodal transport operations. Regime issues in international transportation are examined by exploring the main economic, operational, strategic, financial, and managerial characteristics of all transportation modes in a comparative fashion. This is an overview course that provides a fundamental understanding of each transportation mode and the way they relate to one another in forming a global transportation chain.

Prerequisites: None Credits: 3

MSSM Course Descriptions

SM510 Business Finance for Sales Managers

Sales professionals involved in the domestic and international trade are required to combine different aspects of the market. Some of them are related to financial issues. It is of paramount importance to know the mechanism and risks associated with international markets. Any commercial activity requires a basic capacity of assessing the profitability and ability to appraise different exports / imports projects. Sales professionals should also fully understand the cost of funding for trading activity and assess the associated risks. Finally, they should be aware of the basic advanced financial instruments that facilitate their activities.

Prerequisites: None Credits 3

SM520 Sales Management Strategies and Practices

The course aims at exploring alternative sales management strategies as well as sales processes and practices as part of a market-oriented strategic plan. More analytically, the course focuses on the effective and efficient line management of sales-reps, sales and forecasting techniques as preparation for effective selling practices, account and territory management, development of selling roles, sales -reps' skills and competencies.

Prerequisites: None Credits 3

SM530 B2B & B2C Marketing and Sales Practices

The course provides students with the essential knowledge in competitively pursuing complex and key organizational accounts. The business to business (B2B) marketing and sales process is perhaps the greatest challenge for performing selling teams. The course also provides a trade marketing perspective since effective and creative interaction at the point of sale is of major significance for end-user attraction and retention. Students will also learn how to retain, add and grow valuable business, reflecting on a systematic, methodological and consistent business approach.

Prerequisites: None Credits 3

BUS6277CCM Cross Cultural Management

The course induces students in cross cultural-management within a global, complex and demanding organizational environment. Students learn how to deal with culture, cultural values and cultural differences as major influences on ethics and ethical reasoning of sales.

Prerequisites: None Credits 3

SM540 International Marketing and Sales Management

The course introduces students to marketing and sales operations in foreign markets, as well as to the cultural, political, and economic factors affecting the international marketer. The course focuses on marketing & sales planning and strategies in the international marketplace, and the impact that different cultures and environments have on business marketing and sales activities ending to the competitive position of a firm in the global economy. The course also discusses issues involved in creating, producing, pricing, and distributing products and services to an international consumer or an enterprise.

Prerequisites: None Credits 3

SM550 Sales Analytics

The course provides a framework for analysing big data in all areas of business. It examines the role of statistics and forecasting in the business decision-making, planning process and sales. Topics include problem identification, data collection, data analysis and interpretation, and report preparation.

Prerequisites: None Credits 3

SM560 Business and Strategic Management

The course provides concepts, tools and a framework for analyzing a business strategy. In today's changing world, business strategy has to be reconsidered, attaining unique internal capabilities and searching for sustainable competitive advantage in the global and local terrain. Issues of an international business strategy are considered in the course as well as internationalized material in cases and examples. In addition emerging issues of strategy are considered in relation to corporate responsibility and ethics. The whole course utilizes case studies and practical examples to illuminate issues.

Prerequisites: None Credits 3

BUS6124 Supply Chain Management

The course provides a holistic approach to end-to-end Supply Chain (SC) Management and focuses on both core SC principles, but also on key SC concepts to develop academic and hands-on knowledge. It also provides a full SC business understanding, but also emphasizes on cross-functional collaboration and integration between SC and the Commercial (Sales, Marketing) functions. It presents (via various means) the most important and challenging developments in SC systems and technology and connects Omni-Channel Customer Experience with SC Strategy.

Prerequisites: None Credits 3

SM570 Advanced Seminars for Sales

The course is designed on a modular, seminar / workshop basis addressing a set of optimum sales managers' competences. The course provides students with learning through multiple educational approaches incorporating in-class lectures, interactive workshops, role-playing, key sales managerial competences as provided by research findings. These key sales management set of competences include leadership, coaching and mentoring, communication and negotiation, work motivation, sales force recruitment, selection, training, development and evaluation (HRD approach).

Prerequisites: None Credits 3

CP6300 Capstone Project

MSSM students must develop a Capstone project toward the end of their studies. With the Capstone project, which can take the form of a Research or Consulting Project, students will demonstrate a command of the knowledge acquired in the MSSM program, the ability to conduct high-level analysis (with the application of simulation tools) of domestic and international sales management issues, and the capacity to make recommendations for the issues their investigation has revealed. The project also strengthens students' competencies in critical analysis, and empirical investigation, as well as their skills in persuasion, argumentation and decision-making - all valuable for enhancing their professional careers.

Prerequisites: Completion of all program requirements or permission by program director. To be taken in the last term of study.

Credits 3

MSI Course Descriptions

IT6260 Database Management Systems

Covers the concepts, principles, issues and techniques for managing corporate data resources. Students learn techniques for managing the design and development of large database systems including logical data models, concurrent processing, database administration, data distribution, integrity, security and access are examined. Topics include data modeling, SQL and database architectures and implementations, data warehousing, data cleansing, and data mining. Major database products like Oracle, DB2, SQL Server 2005, along with open source solutions, are comparatively presented and evaluated.

Prerequisites: None Credits: 3

IT6261 Data and Communication Networks

Covers telecommunications fundamentals, including data, voice, image, and video. The concepts, models, architectures, protocols, standards, and security for the design, implementation, and management of digital networks are examined. The essentials of local area networks (LAN), metropolitan area networks (MAN), and wide area networks (WAN) are covered, as well as both transmission and switching efficiency. Also covered are regulatory and technical environments, security and authentication, network operating systems, e-commerce and associated web sites and practices, and middleware for wireless systems, multimedia, and conferencing.

Prerequisites: None Credits: 3

IT6262 Systems Analysis and Design

Covers the systems development life cycle, analysis and design techniques, requirements collection and structuring, process modeling, data modeling, design of interface and data management, and middleware design. Students will use current methods, tools, and methodologies including the latest UML platforms, prototyping & visual development.

Prerequisites: None Credits: 3

IT6264 IT Management and Strategy

Presents management and strategic perspectives for aligning competitive strategy, core competencies, and information systems. The course explores the development and implementation of policies and plans to achieve organizational goals. It defines the systems that support the operational, administrative, and strategic needs of the organization, its business units, and individual employees. Students learn approaches to managing the information systems function in organizations, including examination of the dual challenges of effectively controlling the use of well-established information technologies, while experimenting with selected emerging technologies.

Prerequisites: None Credits: 3

IT6300 Master's Thesis

Aims to expose students to real-life situations encountered in business environments through the development of original and practical applications. The Thesis will enable students to gain experience in all phases of the implementation and management of information systems, applying the knowledge and skills they have acquired in different course modules. Alternatively, students can opt to do an in-depth study of a research topic, including bibliographic review and the development and implementation of the technological aspects of the topic, as preparation for writing the thesis. Students select a topic of interest and a personal supervisor for completing the Master Thesis.

Prerequisites: None Credits: 6

IT6122 E-Business and E-Commerce Management

Provides instruction in all aspects of e-business operations, from front-office marketing, commerce, sales and customer service, to back-office operations, including human resource administration and supply-chain management. Additionally, emphasis will be placed on the use of e-business models to enable the Internet to function as a trusted medium for carrying on day-to-day business activities and enhance the performance of an organization.

Prerequisites: None Credits: 3

IT6125 Decision Support Systems

Addresses the role of management support systems in decision-making within organizations by combining data, sophisticated analytical models and tools, and user-friendly software into a single powerful system. Data from internal and external sources are examined to help monitor organizational performance, track activities of competitors, spot problems, identify opportunities, and forecast trends. Topics include data mining, artificial intelligence techniques, and agent technologies.

Prerequisites: None Credits: 3

IT6263 E-Business Technologies

Offers students the opportunity to explore modern design methodologies that allow for the development of scalable and decoupled components. Technologies such as XML, Web Services and Enterprise Development Environments will be investigated. The course investigates current IT trends and methodologies that yield efficient and effective solutions to sustain a competitive edge in today's businesses. Students will be able to synthesize and select the appropriate technology to engineer modern enterprise solutions.

Prerequisites: None Credits: 3

IT6265 Enterprise Systems Applications

Introduces business processes and the integration of Enterprise Systems with a focus on the core modules of financial accounting, cost management, materials management, sales and distribution, and production planning and control. The course builds an understanding of enterprise system processes and configuration activities, which occur in companies using Enterprise Systems. Students will understand the business activities that these systems support, allowing them to be prepared for business, technical, or system support roles. Hands-on experience and demonstrations of successful Enterprise System such as SAP R/3, are provided so that students can put into practice the theory that supports business activities.

Prerequisites: None Credits: 3

IT6266 Application Development Environment and Technology

Covers object-oriented and procedural software engineering methodologies that bring together key technologies and insights for the development of robust, reliable, enterprise-class Web and distributed applications. Major technology solutions such as .NET and J2EE are presented.

Prerequisites: None Credits: 3

IT6267 Electronic Commerce Programming

Focuses on electronic commerce applications, technologies, and tools which are used to conduct business on the World Wide Web. It reviews foundations of e-commerce, its infrastructure, current business models in business-to-customers (B2C) and business-to-business (B2B) transactions, security and quality assurance, web site design strategies, payment systems, and various issues--Internet marketing, legal, regulatory, technological, social, and ethical--which relate to electronic business, systems development issues, electronic data interchange, web-based marketing, e-supply chains, e-procurement, emarketplace, customer relationship management, and web-enabling mobile. A major part of the course will be devoted to hands-on practices covering client-side (front-end) and server-side (back-end) applications in web-based business information systems. Essentials of contemporary programming tools for e-commerce development such as HTML, XML, ASP (VB/JavaScript) will be explored. E-Business case studies are used to demonstrate the advantages and the challenges related to integrating ecommerce applications.

Prerequisites: None Credits: 3

IT6268 Information Technology Hardware and Software

Students will gain an in-depth exposure to information technology hardware and software components and their interaction. A systems view of computer systems will be used to identify computer and telecommunication system components. Peripheral devices will be described and principles of operation will be studied and learned. The operating system software, including I/O drivers, and telecommunication applications and extensions to the operating system will be examined and utilized. Organization of the operating system will be studied to understand how concurrent processes, scheduling, memory management, and I/O are accomplished. Telecommunication devices will be identified and system integration considerations will be presented. Finally, switches, multiplexers, and media will be explored as basic components of telephone, LAN, and WAN systems.

Prerequisites: None Credits: 3

IT6270 Human-Computer Interaction

Provides a detailed understanding of the principles and practices involved in the creation and implementation of user interfaces and, more specifically, the theory and practice of human computer interaction. Students learn how to design, implement, and evaluate human computer interaction and become familiar with the most common toolkits used in user interface design. The course focuses on usability and accessibility, presenting the most common usability methods and accessibility guidelines. Finally, a special section of the course is devoted to user interface design for ubiquitous devices such as mobiles, PDAs and Tablet PCs, while other emerging technologies will be examined.

Prerequisites: None Credits: 3

IT6271 Advanced Operating Systems

Focuses on the principles, key ideas, and issues in the design and implementation of computer operating systems and distributes systems. The course covers topics such as concurrency and distributed communication, fault-tolerance, availability and persistence, and operating system structure. In addition, students focus on the principles used in the design of operating systems and distributed systems, and algorithms and data structures used in their implementation.

Prerequisites: None Credits: 3

IT6272 Advanced Programming Languages

Introduces the theory and practice of programming language design. Topics presented include advanced language constructs, parallel programming, formal specification and implementation of programming languages, and compiler construction tools. In the context of the course, students design and implement a small and simple programming language.

Prerequisites: None Credits: 3

IT6273 Advanced Software Engineering

Provides students with both a theoretical and a practical foundation in advanced software engineering concepts. In the theoretical part, students learn about the principles and methods of software engineering, including current and emerging software engineering practices and support tools. In the practical part, students become familiar with the development of software products from an industry perspective, including generation of appropriate documents under tight schedules and with limited resources.

Prerequisites: None Credits: 3

IT6274 Data-mining and Data-Warehousing

Covers the fundamentals of data warehousing architecture and the issues of planning, designing, and building, populating, and maintaining a successful data warehouse. In addition, data mining is introduced and linked with the data warehouses. Various topics include logical design of a data warehouse, the data staging area, and the use of multidimensional analysis using OLAP techniques, as well as future trends in data mining. Various data mining systems are presented.

Prerequisites: None Credits: 3

IT6275 Wireless and Mobile Networks

Aims to familiarize students with the advancements in wireless and mobile networks using various methods such as lecture notes from the adopted textbook, various scientific papers and case studies for the new developments in the subject, hands-on-experience methods in class, and lectures by invited speakers who will share their experience. Key wireless topics such as radio frequency communications, infrared and Bluetooth networks, as well as wireless LANs, will be introduce and explained.

Prerequisites: None Credits: 3

IT6276 Information Security Management

Covers the ten domains in the Information Security Common Body of Knowledge: Security Management Practices, Security Architecture and Models, Business Continuity Planning (BCP) and Disaster Recovery Planning (DRP), Law, Investigations, and Ethics, Physical Security, Operations Security, Access Control Systems and Methodology, Cryptography, Telecommunications, Network, and Internet Security.

Prerequisites: None Credits: 3

IT6277 Artificial Intelligence & Neural Networks

Introduces the basic concepts and methods of artificial intelligence (AI) and neural networks (NNs) from a computer science perspective. Students learn how to design AI and NNs models for different applications. Emphasis is given on the selection of data representations and algorithms useful in the design and implementation of intelligent systems. Students participate in lectures and discussions on various topics, including heuristic, logical and probabilistic reasoning, planning, learning, and perception. Advanced topics are selected from areas such as robotics, vision and neural networks.

Prerequisites: None Credits: 3

IT6278 Governance and Compliance

Governance, Risk and Compliance (GRC) are key concerns for an organization. Related activities are integrated and aligned to provide a unified approach to such issues, reflecting management's overall strategy and approach. Executive commitment and the overall management approach are critical for the success of an information security program. This course examines methods for establishing and maintaining an information security governance framework. Risk assessment and risk management are key processes of this framework. Different approaches to information risk analysis are presented and compared. Finally, legal and regulatory compliance mandates the existence of specific controls to ensure an adequate level of security.

Prerequisites: None Credits: 3

IT6279 Applied Cryptography

Cryptography plays a major role in securing information, communications and computer systems. Modern cryptographic algorithms are based on a solid mathematical basis. This course focuses more on the applications of cryptography in securing information systems rather than the mathematical background. In this course, several classes of cryptographic algorithms and how they can be used to provide different security services, such as confidentiality and integrity are examined. Issues related to creating, distributing and managing cryptographic keys are also discussed.

Prerequisites: None Credits: 3

IT6280 Network and Computer Security

The security threats and risks that govern computer systems and networks can be mitigated by using a variety of security models, mechanisms and protocols. Such mechanisms are used to implement security policies that are defined in a risk management strategy. Designing security architecture is a critical task that includes securing hardware, software and networks. This course introduces security models and the concept of subjects and objects in order to discuss authorization and access control. Case studies of how authentication and access control are implemented in real-life systems are also presented. Security risks that are related to networks are equally important. We define secure communication channels and present known and established network security protocols (SSH, SSL, IPSec, etc.). Special cases such as wireless and mobile networks are also examined to demonstrate how traditional security architectures can be adapted to facilitate different requirements.

Prerequisites: None Credits: 3

IT6281 Business and Continuity Management

Business Continuity Planning is an integral part of an information security management program. Since we cannot achieve 100% security, it is essential to have established all necessary procedures in order to identify and respond to an incident, which will sooner or later occur, ensuring the continuity of business. Incident management is only one aspect of Business Continuity. Designing, developing and implementing a business continuity plan is thoroughly explained in this course, identifying all necessary steps from executing a business impact assessment to defining roles, responsibilities and continuity procedures. Disaster Recovery Planning, covering all necessary processes required to recover business-critical infrastructure in the event of a disaster is also discussed.

Prerequisites: None Credits: 3

IT6282 Application Risk Management

Software applications are often characterized as the cement of our times due to the high prevalence of computer systems in all aspects of our lives: banking, health, transportation, retail, even "smart home" systems. As a result, managing application security risks is a quite critical aspect of information security. This course aims to justify the importance of application security, firstly by analyzing how security can be integrated in the software development lifecycle. Methods to identify vulnerabilities are demonstrated and techniques that can be used to mitigate them and improve the overall security of software applications are discussed. Closely coupled with applications are databases that support them and facilitate data storage, retrieval and corresponding transactions. Concurrency control is a critical issue in database security. Methods for concurrency control and several aspects of database security, focusing on relational databases are also discussed.

Prerequisites: None Credits: 3

IT6530 Graph Theory

Covers the basics of graph theory; the objective is to build the strong background required for students enrolled in the social networks program. The material to be covered includes: Fundamental concepts of graphs; Classification of nodes and links; Vector spaces and graphs; Topological parameters: packings and coverings; Connectivity; Hamilton graphs; Graph factorization; Graph coloring; partite graphs; and folding.

Prerequisites: None Credits: 3

IT6540 Investigative Data Mining

This course presents models, methods, and techniques for studying and analyzing Criminal Networks. More specifically, mathematical and computer science methods and techniques to fight crime are presented, such as information harvesting and integration, Modeling Criminal Activity, Strength of Structures of Small Sizes, Qualitative and Quantitative Temporal Reasoning, and others.

Prerequisites: None Credits: 3

IT6550 Social Networking Analysis and Mining

Introduces students to the basic concepts and techniques in social networks analysis. Students learn how and when to apply different metrics for social network analysis. Topics to be covered include: identifying key individuals and groups in social systems; detecting and generating fundamental network structures, studying hidden communities, and modeling growth and diffusion processes in networks. Students will learn how to use different tools for social network analysis.

Prerequisites: None Credits: 3

IT6545 Pattern Analysis and Detection

The objective of this course is to present the fundamentals of pattern analysis and detection in numerical data. Topics include techniques for handling multidimensional data of various types and scales along with algorithms for clustering and classifying data. Decision theory, statistical classification, maximum likelihood and Bayesian estimation, Linear Discriminant Functions, Multilayer Neural Networks and Stochastic Methods will also be discussed.

Prerequisites: None Credits: 3

MGT6126 Project Management

Covers the management of projects within an organizational context, including the processes related to initiating, planning, executing, controlling, reporting, and closing a project. Project integration, scope, time, cost, quality control, and risk management are also explored. Focus is given to the IT area. Hands-on experience on using a Project Management tool is provided.

Prerequisites: None Credits: 3

MAAL Course Descriptions

AL01 Introduction to Applied Linguistics and Language Education

Provides students with an overview of the field of Applied Linguistics, its history, branches and scope. It offers the basis from which to pursue studies in various sub-fields such as language teaching and language testing. A current review of the state of the art is linked to the core purpose of resolving serious language based problems in society and how these insights enhance language use and language learning outcomes revealing the interdisciplinary nature of the field.

Prerequisites: None Credits: 3

AL04 Language and Society

Introduces students to the basic theories, concepts, and issues in general sociolinguistics. It gives students an understanding of the interaction between language and a variety of social factors, including gender, class, ethnicity, cultural norms, and political orientation. Students also learn about dialectal and stylistic variation, and how such variation affects language attitudes, social stereotypes, and language change over time. Finally, applications of sociolinguistic research to professional contexts, especially language education, are also discussed.

Prerequisites: AL01 Credits: 3

AL05 Discourse Analysis

Introduces the student to approaches to the analysis of discourse analysis and suggests practical applications to language teaching. The course is divided into two parts. The first part deals with written discourse. The second part focuses on spoken discourse and with particular emphasis on classroom language.

Prerequisites: AL01 Credits: 3

AL06 Understanding Research in Applied Linguistics

Provides an overview of research methods in Applied Linguistics. The course explores key issues in designing and implementing research projects, as well as analyzing results. Topics covered include data collection techniques, such as ethnographic observation, survey and interview design, as well as qualitative and quantitative data analysis. The course also facilitates comprehension of published research articles in the field and prepares students to make their own research contributions.

Prerequisites: TE02 **Credits: 3**

AL07 Thesis

At the end of the taught part of the course, students will be required to write a 12,000-word dissertation on a topic that will be agreed upon with their supervisor. Advice and guidance is given in formulating and refining the research topic, conducting research, analyzing data, literature review, and documentation of sources. The dissertation offers students the opportunity to carry out independent research in an area of their interest and to apply the knowledge and the skills they have acquired to the investigation of a particular issue or problem.

Prerequisites: All required and elective courses **Credits: 6**

AL10 Intercultural Communication

Focuses on the importance of culture in education as well as in everyday life, and the ways in which culture interrelates with and affects communication. Further, it focuses on a discourse approach aiming to address and examine confusion in goals or in interpreting the main points of another person's speech caused by the fact that each side uses different principles of discourse to organize the way they speak. The course addresses the individual in the moment of taking social action with other people focusing on the various discursive resources available. The course helps learners communicate making sense of the world's cultural, linguistic, ethnic and social diversity and through a variety of communication encounters helps them become more conscious of many of the actions and attitudes of the target language community.

Prerequisites: AL01 Credits: 3

AL11 Critical Discourse Analysis

Discusses the connection between language, power and ideology. The course seeks to discuss theories, techniques and methods which better realize and interpret this connection. It also describes the practices and conventions in texts (written and oral) which carry political and/or ideological weight. The course focuses on the understanding that meaning is generally communicated not only through language but also through other semiotic modes.

Prerequisites: None Credits: 3

TE01 Theory and Methods in TESOL

This course is designed to introduce students to a variety of theories, approaches and methods in Teaching English to Speakers of Other Languages (TESOL), both from a historical and contemporary perspective. It addresses issues related to the respective roles of the teacher and learner, course design and materials, and the use of technology in teaching and learning.

Prerequisites: AL01 Credits: 3

TE02 Second Language Acquisition

Explores how second languages are learned and focuses on the relationship between teaching methods and second language acquisition theory. The course examines how learners create a new language system, what is learned of a second language, and what is not learned. It also covers the nature of learner hypotheses (conscious and unconscious) regarding the rules of the second language and why some learners are more successful than others.

Prerequisites: None; Co-requisites: AL01 **Credits: 3**

TE03 Teaching Reading and Writing in English to Speakers of Other Languages (ESOL)

Focuses on the teaching and researching of Reading and Writing of English for Speakers of Other Languages (ESOL). It examines the processes involved in reading and writing and the sub-skills required to master different levels of communicative competence. It looks at methods for designing reading and writing courses, selecting curricular materials and planning instruction. It also explores the essential role of systematic vocabulary development in L2 literacy, and includes practical methods for assessing L2 students' proficiency, achievement, and progress in the classroom.

Prerequisites: AL01, TE02 Credits: 3

TE04 Teaching Listening and Speaking to Speakers of Other Languages (ESOL)

Examines the teaching and researching of listening and speaking and their sub-skills for Speakers of Other Languages (ESOL). Students in the course are introduced to the theoretical background to these skills and relate this knowledge to its practical application in the classroom. They compare native and non-native oral production and reception, and investigate research into the sub-skills involved, including the field of phonetics and phonology. They explore how language teachers can more effectively teach these sub-skills to L2 students and demonstrate their understanding through short presentations and a written assignment.

Prerequisites: None; Co-requisites: AL01 **Credits: 3**

TE08CT Practicum – Classroom Teaching

This course is designed for candidates to engage in teaching, observation and reflection in order to broaden their teaching experience. Candidates begin the practicum by first observing experienced cooperating teachers of English Language Learners, and participate in post-lesson discussions. Candidates then teach their own classes which are observed by the cooperating teacher. The cooperating teacher helps the candidate to prepare these lessons and provides constructive feedback in post-lesson discussions. At a later stage in the practicum, both the coordinator of the practicum and the University supervisor will observe the candidate, provide feedback and a summative assessment of the candidate's performance. A major component of the practicum is the development of strong reflective teaching practices. Both the coordinator of the practicum and the cooperating teacher provide feedback, which helps candidates evaluate their own practice as an ongoing part of their professional development. Candidates create a portfolio during their practicum, which includes detailed lesson plans, samples of teaching materials, students' work and assessment tasks. They are also expected to write their reflections on the lessons they conducted, and responses to post-lesson discussions.

Prerequisites: AL01 Credits: 3

TE08TW Practicum – Tutoring Writing

The course is designed to provide students with a thorough understanding of the philosophy and practice of the Hellenic American University Writing Center. Throughout the course, students will be exposed to current tutoring practices and models as well as guidelines, techniques and tutoring activities, both onsite and online, that will assist them in dealing effectively with the challenging and rewarding experience of working at a Writing Center. An additional aim of the course is to help students develop their own tutoring skills and strategies and deepen their knowledge about the role of the Writing Center within a university. Each student will be mentored by Writing Center tutors who will observe them tutoring and act as a sounding board for your concerns.

Prerequisites: AL01 Credits: 3

TE07 Practicum

The Practicum is designed for participants with little or no experience in teaching English to speakers of other languages (ESOL). The Practicum facilitates professional development. through supervised teaching in real language classrooms. Participants will observe experienced teachers of ESOL and contribute to post-lesson discussions. The experienced teacher also collaborates with the participants to develop their own lessons, which will be observed by the MAAL instructor. A major component of the practicum is the development of strong reflective teaching practices. Both the MAAL instructor and the experienced teacher give feedback, which guides the participant to be able to evaluate their own practice as an ongoing part of their professional development. The participant writes a journal during their practicum, which includes detailed lesson plans and rationale for their choice of materials and teaching techniques. They also write a reflective piece on the lessons they conducted and responses to post-lesson discussions.

Pre-requisites: All required and elective courses Credits:6

TE11 Teaching English to Learners with Special Needs

Examines the characteristics of learning disabilities, emphasizing language and processing deficits and how they interfere with academic achievement and social relationships. The student will examine assessment and intervention approaches for students with learning disabilities as well as historical and cultural frameworks of the LD community. The course will have an applied element to it, as the student will be encouraged to collect their own data and share with the class in order to develop a deeper understanding of the actual nature of LD and interventions needed.

Prerequisites: AL01 Credits: 3

TE12 Teaching English for Specific Purposes (ESP)

In this practical and interactive course, students will examine the growing field of teaching English for Specific Purposes (ESP). They will learn how to design an ESP course and how to apply principles and practice of teaching ESP in various contexts related to the workplace. Participants will be expected to cooperate in groups and get involved in project work.

Prerequisites: AL01 Credits: 3

TE13 Classroom Assessment and Language Testing

Focuses on the processes involved in in the assessment and teaching of English to Speakers of Other Languages (ESOL) in different contexts, including the teaching of English Learners (ELs) in the US state school system. It raises awareness of the relationship between language proficiency and use of English in social, academic and occupational contexts. It provides insights into the use of specific tools for producing, interpreting and reporting reliable and valid data to promote effective teaching and assessment. The course highlights the positive relationship between instruction and assessment

Prerequisites: AL01 Credits: 3

TE14 TESOL Management

This course is designed for TESOL professionals who have made, or who are planning to make, the transition into management in a language teaching operation and need to gain expertise in key areas of the academic manager's role. The course provides training and development in clearly defined aspects of management such as customer service, human resources, innovation, marketing and finance. Participants will apply the knowledge they gain to plan an initiative in a language teaching operation (LTO).

Prerequisites: AL01 Credits: 3

MAT Course Descriptions

TR01 Introduction to Translation Studies

Introduces students to the functions of translation in society and to the multiple ways in which translation operates in multilingual and multicultural environments. The course encourages students to understand the importance of translation as an area of study, a social process and a cultural product, and the age-old role translation has played as mediator between societies and cultures. It addresses translational aspects from a problem-focused perspective, dealing with issues such as equivalence, culture, text, humor and the metaphoric use of language. Students are familiarized with key theoretical concepts in translation studies, and they are enabled to critically assess the premises on which various approaches to Translation Studies are based. The issues addressed in this course ultimately guide students towards adopting a critical view of the theoretical underpinnings of translation with the goal of effectively preparing them for the practice of translation.

Prerequisites: None Credits: 3

TR02 Professional Trends in Translation, Project Management Concentration

Introduces students to the world of industrial translation, the sector that generates the lion's share of the global translation turnover. Students will get accustomed to the various uses, functions and practices of translation in international companies and markets. The course has a two-part design: It combines hands-on translation of various text types with an in-depth examination of the processes, concepts and practices in multinational professional settings. While the translational exercises in class deal with a wide range of subjects of general interest so as to familiarize the students with the broader semiotic and cultural processes involved in translation as a mental activity, aspects that frame translation as a situated professional activity will also be addressed in each session. These include: professional identity, translator-client relations, translation quality and norms, translation technology and tools, work flow models and customer acquisition. The aim is to deepen the students' understanding of professional standards and practices and to assist them to envision themselves on the translation market in different positions of the production cycle.

Prerequisites: None Credits: 3

TR03 Introduction to Terminology

Introduces students to the use of terminology analysis and terminology management for the translation of specialized texts. Students begin by distinguishing between LSP and LGP, and are gradually led towards more complex, concept-based categorizations of terms. The course also emphasizes the interrelation between subject-field knowledge and terminology, making reference to the process of term standardization by industry stakeholders. Attention is placed on issues of term synonymy (concepts referred to by two or more terms) and to polysemy/homonymy (where many terms lead to more than one meaning). Terms are treated as vocabulary for special language and students are provided ongoing training in distinguishing between terms and non-terms. The course also prepares students for conducting preliminary terminographical work and gives them the tools to prepare and store their first monolingual and bilingual glossaries. The program also includes an independent project with the Terminology Unit of the European Parliament (TERMCOORD).

Prerequisites: None Credits: 3

TR04 Translation Principles & Practices / Practical I

Requires students to apply the theoretical approaches to translation to the practice of translation. They are assigned texts from different genres and discourses to be translated into another language. Through the practice of translating, students develop a critical awareness of how the basic principles of translation theory that they have been taught so far can be related to the practice of translating. The aim of the course is to encourage students to tackle real-life translation issues and to use various strategies for handling problems encountered in the process of translating, taking into account the client's instructions and deadlines.

Prerequisites: None Credits: 3

TR05 Translation of EU Texts

In this course translation is looked upon as a socio-cultural practice which is carried out for specific purposes, and as a cultural activity which plays a particular role in a cultural system. Emphasis is placed on EU translation and students gain familiarization with the fast-growing and demanding EU translation industry. The role of translators, as well as particular tools used to carry out such translations is foregrounded. The course therefore examines the role of translation in a particular context, that of EU and EU institutions and looks upon the various roles a translator may assume as a mediator between different cultures and ideologies within a given social context. Issues of institutional ideology and ideology in translation are also addressed.
Prerequisites: None Credits: 3

TR07 Literary Translation

Introduces students to all aspects of literary translation, using examples of writing from the 1960s till the present day and well known, as well as very modern, Anglophone and Greek authors. Students will have to translate prose, plays, and poetry from English to Greek and vice versa, touching upon the influences and the historical and socio-political background at the time of the creation of the work examined each week. Therefore, a general overview of the work of each of the writers will be given, followed by a translation of the pieces of writing included in the course syllabus. Moreover, they will be urged to apply the respective translation theories on their translations and pinpoint and discuss translation problems.
Prerequisites: None Credits: 3

TR08 Translation Principles & Practices / Practical II

Students are asked to apply theoretical approaches to translation to translation practice. They are assigned texts from different genres and discourses to be translated into another language. Through translating, students develop a critical awareness of the possibilities of relating translation theories to the practice of translating and to analyze in depth the linguistic, cultural and societal particularities that characterize a text to be translated. The course encourages students to tackle real-life translation issues and to use various strategies for handling problems encountered in the process of translating, while taking into account the client's instructions.
Prerequisites: None Credits: 3

TR09 Computer-Assisted Translation

Introduces students to terminology and LSP (Language for Special Purposes), as well as to terminology management via information technology tools and the Internet. The course also focuses on the key role of developing research skills to enable data retrieval from the World Wide Web. Hands-on sessions give students a chance to learn how to find and use on-line glossaries, on-line dictionaries and parallel texts concerning their language pair. Emphasis is given to students creating their own glossaries, tailored to their needs, (.xls, .doc, .tmw). Students learn how to evaluate websites from internal and external evidence and to choose suitable websites for their work. They are trained on a commercial CAT tool (SDL Trados) to store and retrieve terms and their associated data. Emphasis is given to practice on the TMS so that students understand the possibilities offered by a Translation Memory. They also learn how to set up and populate a termbase (basic functions) and use the memory system in conjunction with a word processor. The ultimate purpose is to enhance students' technological skills, help them increase productivity, and organize their work more efficiently.
Prerequisites: None Credits: 3

TR10 Business and Legal Translation

This course will introduce students to translational problems at the level of discourse in specific disciplines and domains. It will focus on features of the linguistic structure above the term and sentence and will consider problems involved in mediating between different genres, activities and practices. Students will analyze and assess business and legal texts in an attempt to relate them to general and specific features of language. Students will be made aware of the way grammatical, semantic and text organizational choices vary per contextual domains and communicative goals, i.e. academic papers, oral speeches, policy papers and news articles. They will also be presented with strategies of successfully handling translational challenges in relation to the purpose of the activity (theory of Skopos). In regards to the practical component, this course will focus on the translation of business, financial, managerial texts inbound and outbound.

Prerequisites: None Credits: 3

TR11 Specialized Translation II / Practical IV

Introduces students to the various thematic fields within which translators operate and to the different translation contexts and genre-specific features pertaining to Specialized Translation. The course builds upon the theories and practices covered in other courses and enables students to apply the strategies taught earlier to the translation of specialized documents. Students are introduced to the research tools required to efficiently use terminology and specialized phraseology. Through practice, they gradually familiarize with the steps necessary for translating specialized texts in different disciplines. Students are provided throughout the course with guided practice in extracting key information, researching, analyzing and translating specialized texts at a professional level. The thematic structure of this course includes specialized translations from the fields of business, technology and sciences.

Prerequisites: None Credits: 3

TR12 Community Interpreting

Aims at introducing students to Interpreting Studies focusing on community and consecutive interpreting. It examines interpreting through a comparison between translation and interpreting and highlights the interpreter's role as cultural mediator. Furthermore, the course presents the main characteristics of community interpreting and suggests ways of coping with the oral linguistic barrier. Students will be familiarized with the main theoretical aspects of interpreting studies and their practical application through the extensive use of pre-consecutive and consecutive exercises. The course will ultimately enable students to be maximally aware of the incoming speech and its meaning through a continuous analysis and re-synthesis of the oral message.

Prerequisites: None Credits: 3

TR13 Audiovisual Translation

Introduces students to all aspects of Audiovisual Translation, focusing on more technical translation modes, such as subtitling and dubbing. More specifically, students learn about the various forms of audiovisual translation – from the subtitling of films, popular TV series and commercial spots to dubbing, voice-over and audio description, as well as the creation of subtitles for the hearing impaired people and how to write screenplays. The focus will be on the specific rules and norms of subtitling and the students will also learn how to analyze the various components of audiovisual materials (speech, sound, text). Moreover, by using subtitle software, they will get acquainted with the strategies used to transfer spoken dialogue into written language subtitles and how subtitling work is done at a professional level

Prerequisites: None Credits: 3

TR14 Thesis

This is a stand-alone course which challenges students to build upon competences acquired during the academic year, enabling them to demonstrate the wide range of theoretical and practical skills they have acquired throughout the program. Students are expected to synthesize practical and theoretical knowledge with a special focus on the topic of their dissertation. Successful completion of this module demands close cooperation between student and supervisor. Good organizational skills coupled with research and planning skills are crucial for successfully completing the dissertation. The Thesis is supervised by an appropriate member of the MAT faculty of Hellenic American University.

Prerequisites: All core and elective courses Credits: 3

TR15 Internship

Students at the Translation Program (MAT) can opt to participate in an internship for a minimum of 240 hours of supervised translation practice in the Newspaper I Kathimerini (web or printed edition) and its translation department. This seminar can be offered to students who have completed all core curriculum requirements. This internship will help students gain more insights as to the professional setting of translation and apply in practice methodologies they have learned throughout their coursework. Depending on the number of students opting for the internship there may be a selection process. To successfully pass this course, students need to complete 240 hours as interns in the newspaper and submit a portfolio of translations carried out during their tenure at the newspaper. Prerequisites: All core and elective courses Credits: 3

TR16 Gaming Localization

This course familiarizes students with gaming localization. It emphasizes aspects of digital transcreation in the context of gaming. Student learns how to create enjoyable, user-friendly play experience by paying attention to the needs of new audiences and taking into account their specific cultural context. Market trends and the fast-paced domain of gaming is also presented. Students are introduced to the requirements of the gaming interface and learn how to make the necessary adjustments to meet dominant challenges. Also, students learn how to localize the marketing content that accompanies it such as website, market description and packaging.

Prerequisites: None Credits: 3

TR17 Translation and the Creative Industries

This course provides students with all the insights necessary to understand the role that translation and intercultural communication play in the creative industries. The course gives emphasis to transcreation which forms a large part of the industry requirement as more and more companies, film studios need a more creative approach to the translation of guides and other texts in tourism industry. Students are gradually led to understand the culture-economy relationship emphasizing on digital content, other genres such as drama, museum translation, translating for the theatre and website localization. The course will also offer an in-depth overview of translation, editing and proofreading of all marketing related materials: brochures, websites, blogs, social media posts and newsletters

Prerequisites: None Credits: 3

TR18 Audiovisual Translation II

This course will provide students with further skills in Audiovisual Translation, emphasizing on audiovisual content diversity, technological developments and current market trends. Students will be introduced to the challenges of subtitling/voice over-dubbing of specialized AV content, such as sports, scientific and educational material, and learn the tactics to overcome recurrent problems, such as working without a script or from a "third" language. By simulating AV projects workflow, students will learn how to adapt to guidelines, work alone and as part of a team and gain the technical knowledge (video processing) to deliver their own subtitled content end to end. Also, the course will focus on the present and future of AV translation on an international level, touching on the theory and practice of Video streaming platforms (e.g. Netflix) and help students build their way into the AV translation market.

Co-requisite: TR13 Credits: 3

MACI Course Descriptions

CI01 Introduction to Interpretation Theory

Provides an introduction to the theoretical premises that underpin interpretation practice. The course provides insight to the differences between translation and interpretation and introduces students to the disciplines involved in interpretation. Topics covered include cognitive science, linguistics, discourse studies, sociolinguistics, and communication. (This is a non-language pair-specific course).

Prerequisites: None Credits: 3

CI02 Introduction to Interpretation Practice

Provides students with a solid background in the practical framework of interpretation. This module prepares students for the actual practice of interpretation in their respective language pairs by introducing exercises in voice coaching, public speaking, terminology, and resources for interpreters. (This is a non-language pair-specific course).

Prerequisites: None Credits: 3

CI03 Consecutive Interpretation I

Introduces students to the basic skills involved in handling consecutive interpretation situations. Training will involve various tasks and texts of escalating difficulty in terms of length and level of technicality. Students learn to handle speech up to 3-5 minutes long and are introduced to techniques of note-taking. (This is a language pair-specific course).

Prerequisites: None Credits: 3

CI04 Summarizing for Interpretation

Offers practical exercise in the practice of summarizing for interpretation purposes. It examines strategies of retrieving useful linguistic information and/or terminology/phraseology from a source utterance with an aim or reconstructing an equal meaning in the target utterance. Texts of professional standards are employed for summarizing purposes. Students are also evaluated on their skills of performing the summarizing task while taking into account parameters such as discourse, context, and register.

Prerequisites: None Credits: 3

CI05 Oral Speech

Trains students to organize and prepare for public speaking. This course takes the form of an "oral lab", aiming to prepare future interpreters for public exposure. Exercises include memory retention techniques, practice for achieving fluency in the target language, speech density, specificity and accuracy of terminology and phraseology. Moreover, various common mistakes in public speaking will be discussed and students will practice in grammar and syntax, in order to improve their eloquence and their interpreter's memory.

Prerequisites: None **Credits: 3**

CI07 Consecutive Interpretation II

Builds upon the issues raised and techniques acquired in the Consecutive Interpretation I course. Students exercise the techniques of note-taking, summarization, and memory retention, and are guided to handle more complicated consecutive interpretation situations. (This is a language pair-specific course).

Prerequisites: None Credits: 3

CI08 Simultaneous Interpretation I

Provides students with a foundational background in simultaneous interpretation situations. The first in a series of three courses, Simultaneous Interpretation I introduces students to sight translation and begins to help them develop techniques which will lead to success in the task of simultaneous interpreting. (This is a language pair-specific course).

Prerequisites: None Credits: 3

CI09 Consecutive Interpretation III

Builds upon the issues raised and techniques acquired throughout the Consecutive Interpretation II course. More specifically, students master the techniques of note-taking, summarization, and memory retention. The course develops students' self-confidence and equips them to handle consecutive interpretation situations. (This is a language pair-specific course).

Prerequisites: None Credits: 3

CI10 Simultaneous Interpretation II

Develops techniques and revisits issues to which students were introduced in the Simultaneous Interpretation I course. More specifically, students are trained in booth techniques and team interactions, and they master coordination skills in order to produce fluent and effective speech in the target language. (This is a language pair-specific course).

Prerequisites: None Credits: 3

CI11 Simultaneous Interpretation III

Builds upon the issues raised and techniques acquired throughout the Simultaneous Interpretation II course. In the third course of the Simultaneous Interpretation series, students are trained to handle various subject areas, styles and registers, and gain experience in working with long and information-rich texts. (This is a language pair-specific course).

Prerequisites: None Credits: 3

CI13 Thesis

At the end of the taught part of the course, students will be required to write a 6,000-word dissertation on a topic that will be agreed with their supervisor. Advice and guidance is given in formulating and refining the research topic, conducting research, analyzing data, literature review, and documentation of sources. The Thesis offers students the opportunity to carry out independent research in an area of their interest and to apply the knowledge and the skills they have acquired to the investigation of a particular issue or problem.

Prerequisites: All core and elective courses Credits: 3

CI15 Internship

Students at the Conference Interpreting program (MACI) can opt to participate in an internship for a minimum of 240 hours of supervised translation practice in the Newspaper I Kathimerini (web or printed edition) and its translation department. This seminar can be offered to students who have completed all core curriculum requirements. This internship will help students gain more insights as to the professional setting of translation and apply in practice methodologies they have learned throughout their coursework. Depending on the number of students opting for the internship there may be a selection process. To successfully pass this course, students need to complete 240 hours as interns in the newspaper and submit a portfolio of translations carried out during their tenure at the newspaper.

Prerequisites: All core and elective courses Credits: 3

CI16 Introduction to International Organization

The international system abounds with international organizations that shape world politics and international relations. When we think about international relations, we think primarily about the system of sovereign states. Although states have power, both military and economic, international organizations are attracting increasing attention for the ways they affect national decision-making and policies, and people's lives in general. On many occasions interpreters are required to know what IOs are designed to do, their evolution, structure, and membership so as to accurately reflect the context of what they are called to interpret. In addition, it is the responsibility of interpreters to know the historical context of events that various speakers refer to as part of their presentations.

Prerequisites: None **Credits: 3**

CI17 Use of English in EU Interpretation

This course is designed to help students who are native speakers of English or speakers of English as a foreign language practice English language production and delivery best suited for EU interpreters. Rather than teach English grammar and vocabulary, this course is an opportunity for students to utilize their knowledge of English in producing language that is not only fluent and spontaneous overall but consistent with EU speech-making in particular.

Prerequisites: None **Credits: 3**

MSPsy Course Descriptions

MSPSY501/CMHC Foundations of Counseling OR Clinical Psychology

Examines the philosophic bases of clinical psychology and the helping relationship focusing on the foundational concepts necessary for working with individuals, groups, and families. Attention is given to the development of professional identity and client relationships.

Prerequisites: None **Credits: 3**

MSPSY503/CMHC Social and Cultural Diversity in Counseling OR Clinical Practice

Examines the importance of understanding cultural and ethnic attributes and the dynamics these attributes have on the clinical relationship. Attention is given to gender roles, ethnic groups, subcultures, urban and rural societies, cultural mores, and differing family life patterns.

Prerequisites: None **Credits: 3**

MSPSY505/CMHC Ethical, Legal and Professional Issues in Counseling OR Clinical Practice

Equips the entry-level clinician with an understanding of the variety of ethical dilemmas faced in clinical psychology. Students will learn an ethical paradigm with which effective counseling can be practiced. Students will study legal precedents that have been established in the clinical field. This course will stimulate students' self-awareness of personal, values, and multicultural issues concerning ethical decision making.

Prerequisites: None **Credits: 3**

MSPSY510/CMHC Developmental Psychology Across the Lifespan

Provides an overview of developmental psychology from a life-span perspective. Topics include: basic concepts and theories of human development; research methodology and issues in the study of developmental change; biological, environmental and social influences on development; processes of physical development over the life-span; attachment and emotional development; development of personality and social relationships and psychopathology from a developmental perspective.

Prerequisites: None **Credits: 3**

MSPSY512/CMHC Psychopathology and Diagnosis

Focuses primarily on Axis I disorders, including unipolar and bipolar disorders, psychotic disorders and anxiety disorders and examines the intersection between Axis I and Axis II disorders. The course emphasizes diagnostic and therapeutic issues at an applied level through research finding, case analyses and clinical material from real cases.

Prerequisites: None **Credits: 3**

MSPSY520/CMHC Clinical Interviewing and Consultation

Provides students with the didactic foundation and practical experience to develop basic clinical skills that are vital for clinical interviewing and psychotherapy. Relevant theory and research will be reviewed that will help students learn how to (a) empathically listen to clients' concerns, (b) conduct a thorough clinical interview, and (c) describe and implement a range of core interventions to ameliorate clients' presenting problems. Specific clinical skills will be discussed, applied, and practiced throughout the semester. Special emphasis is also placed on learning how to work with clients of diverse backgrounds. Additionally, specialty interviews such as the Mental Status Examination, crisis intervention, and Motivational Interviewing will be studied.

Prerequisites: None **Credits: 3**

MSPSY521/CMHC Clinical Assessment Instruments

Gives the student "hands-on", practical training in the process of clinical assessment in the mental health profession. It will include an introduction to the science and art of clinical assessment as a foundation for the actual practice of assessment in a clinical setting. Focus is on the use of assessment techniques, such as interviewing and psychological testing, in a professionally and ethically responsible manner. The course includes an experiential component in which the student will develop beginning skills in the use of clinical assessment techniques. As a graduate level course in clinical assessment, it is assumed that the student is familiar with various conditions of psychological disorders to be assessed and has mastered the content of a graduate level course in psychopathology.

Prerequisite: MSPSY520/CMHC or permission of the instructor **Credits: 3**

MSPSY522/CMHC Applied Career Counseling & Lifestyle Development

The Course focuses on : Career development theories; current career trends, concerns, and programs /interventions for diverse client populations; career counseling strategies, tools, and resources facilitation of client awareness, choice, and action with respect to career-related issues. Emphasis is on developing a broad view of career as lifestyle, and the practical application of theory and information in a professional counseling context. The course will include experiential exercises in counseling skills and applied interviewing for the purpose of assessing and writing a career counseling report with professional acumen. Students must adhere to the ethical guidelines of the American Psychological Association.

Prerequisites: MSPSY520/CMHC **Credits: 3**

MSPSY524/CMHC Cognitive Behavioral Psychotherapy I

This first course in cognitive-behavioral approaches to clinical psychology focuses upon Behavior Therapy. Students will discuss learning theory and develop skills in the basic techniques of assessment and therapy using applied behavior analysis (ABA) for contingency management and the skills of relaxation training and imagery enhancement as part of systematic desensitization procedures and the varieties of exposure therapy.

Prerequisites: None **Credits: 3**

MSPSY525/CMHC Cognitive Behavioral Psychotherapy II

In this second course of the cognitive behavioral sequence, students learn cognitive restructuring based theories and techniques of Ellis' Rational Emotive Behavior Therapy and Beck's Cognitive Therapy. In this second year course, students have supervised practica in the HAUniv Counseling center where they will work with clients from the HAUniv and/or local communities and apply their skills in cognitive behavioral therapy.

Prerequisite: MSPSY524/CMHC **Credits: 3**

MSPSY526/CMHC Cognitive Behavioral Psychotherapy III

The third course of the cognitive behavioral sequence focuses upon "third wave" approaches to therapy such as Dialectical Behavior Therapy, Acceptance and Commitment Therapy, and Mindfulness Meditation. Clinical Psychology students continue with supervised practica in the HAUniv counseling center working with clients from the HAUniv and/or local communities.

Prerequisite: MSPSY525/CMHC **Credits: 3**

MSPSY527/CMHC Clinical and Counseling Techniques

The purpose of this course is to build and enhance students' development of clinical and counseling skills. Through experiential learning practices students will implement core counseling skills followed by a case study and use of self-reflection assignments. Class will function similar to a clinical setting of group supervision processes. The scope of the course is to provide students with the necessary practicum-based development of their clinical and counseling skills such as assessment, empathy, active listening etc. with the aim of preparing and facilitating a competent undertaking of the Internship

Prerequisites: **MSPSY520/CMHC** Credits: 3

MSPsy528/CMHC Couples and Family Counseling

Provides an overview of the theory and practice of family counseling/therapy since its inception. Major systemic theoretical orientations will be explored with a clear emphasis on the cognitive behavioral perspective. An emphasis will be placed on the area of application of family theory to practice through use of videotapes and family treatment planning and simulated clinical sessions. Students will increase skills in critical thinking of assigned reading and self-awareness of the influences in adult life of family-of origin dynamics. Behavioral couples' therapy, applied behavior analysis and problem solving models will be practiced in class and applied, when appropriate, during practicum experiences.

Prerequisites: None **Credits: 3**

MSPSY529/CMHC Approaches to Group Psychotherapy

An applied course in group dynamics, group counseling, and group counseling and group psychotherapeutic principles and techniques that focus on student participation in various types of group experiences, student understanding of the objectives, rationale, and underlying theory of alternative group models. This course also reviews group counseling and therapy issues related to addictive behaviors.

Prerequisites: None **Credits: 3**

MSPSY530/CMHC Counseling for Chemical Dependencies

An overview of etiological and treatment issues regarding substance abuse with an emphasis on alcohol abuse. Different models available to understand and treat substance abuse. Students will learn to conceptualize substance abuse from differing theoretical perspectives and then integrate these models into a biopsychosocial approach to understanding and treating abuse and addiction. Primary skills focus upon assessment and diagnosis of these disorders followed by working with the problems of personal denial and resistance, as well as the family and/occupational difficulties that often accompany these problems. Additional topics include motivational interviewing, treatment planning, and community sources of support.

Prerequisites: None Credits: 3

MSPSY540/CMHC Statistics and Hypothesis Testing

This foundation course, covers topics such as exploratory data analysis, sampling and probability theory, statistical inference for hypothesis testing for one and two samples, ANOVA, correlation and power.

Prerequisites: None Credits: 3

MSPSY541/CMHC Research Methodology and Evaluation

In this survey course students learn the basic methodology of empirical research. Topics include types of variables and research design, procedures, instrumentation and other forms of data collection. Methods applied to program evaluation are also discussed. Masters' candidates are expected to generate properly written research proposals, according to American Psychological Association standards, which will result in an actual study as the basis for a final thesis project.

Prerequisites: MSPSY540 Credits: 3

MSPSY542/CMHC Thesis Research and Completion

Following the successful completion of PSY 541, masters' candidates will carry out research projects based upon the proposal generated in that class. Data are to be collected and analyzed using proper methods. To successfully complete the course, the masters' candidate will present a fully written publication manuscript, containing all article sections, as specified by the Publication Manual of the American Psychological Association. When this work is found satisfactory to the faculty of the MSPsy program then the candidate is acknowledged to have completed this graduation requirement.

Prerequisites: MSPSY541 Credits: 3

MSPSY550/CMHC Internship Seminar I - Community Placement

Clinical Psychology candidates are required to participate in an internship for a minimum of 600 hours of supervised counseling practice in an agency or similar community based setting. This seminar will accompany the internship placement where professional issues such as topics of institutional change, structure, supervision, etc. may be addressed.

Under the guidance of the clinical site supervisor, the candidate will apply clinical theory to practice and use appropriate clinical techniques. Candidates are expected to follow APA ethical guidelines. Typically, students will serve as interns for a minimum of 9-12 months to acquire sufficient time to fulfill this internship requirement. This requirement will be completed by taking MSPsy551 in sequence following the completion of this course. All placements are to be approved by the director of the Clinical Psychology program.

Prerequisites: All foundation and core requirements and permission of the program director

Credits: 3

MSPsy551/CMHC Internship Seminar II - Completion

This class is a continuation of the required internship for Clinical Psychology candidates as specified in course MSPsy550. Interns must serve a minimum of 600 hours of supervised counseling practice in an agency or similar community based setting. This seminar will accompany the internship placement where professional issues such as topics of institutional change, structure, supervision, etc. may be addressed.

Prerequisites: MSPSY550/CMHC **Credits: 3**

MSPSY552/CMHC Internship Seminar III & Personal Development

MS in Psychology candidates may select this course as an elective in order to participate in additional internship hours in order to obtain further clinical experience. This internship experience permits an additional 300 hours of supervised counseling practice in an agency or similar community based setting. Under the guidance of the clinical site supervisor, the candidate will apply clinical theory to practice and use appropriate clinical techniques. Candidates are expected to follow APA ethical guidelines. This course is available to candidates who have completed the sequence of courses, MSPsy550 and MSPsy551 or Special Permission by program director.

Prerequisites: MSPSY551/CMHC **Credits: 3**

MSPSY553/CMHC Internship Seminar IV & Personal Development

MS in Psychology candidates may select this course in order to participate in additional internship hours in order to obtain further clinical experience. This internship experience permits an additional 300 hours of supervised counseling practice in an agency or similar community based setting. Under the guidance of the clinical site supervisor, the candidate will apply clinical theory to practice and use appropriate clinical techniques. Candidates are expected to follow APA ethical guidelines. This course is available to candidates who have completed the sequence of courses, MSPsy550 to MSPsy552. All placements are to be approved by the Director of Psychology Programs.

Prerequisites: MSPSY552/CMHC **Credits: 3**

Ph.D. LC Course Descriptions

DAL01 Quantitative Research Methods

Supports Ph.D. students in meeting the diverse challenges of planning and executing quantitative research in Applied Linguistics. The course provides an introduction to relevant research methods and statistical concepts and establishes potential connections with action research and other projects that students are developing for the Ph.D. thesis. The course provides examples of research plans, instruments, and data, and provides hands-on practice to develop students' abilities to use SPSS for statistics. Students also learn to write up findings of quantitative analyses in formal academic style.

Prerequisites: None Credits: 3

DAL02 Qualitative Research Methods

The course introduces students to the principles and practices of qualitative research and their application to research problems in applied linguistics. It pursues two aims: (1) to develop students' ability to critically appraise reports of qualitative research, and (2) to prepare students to conduct a qualitative study on an applied linguistic topic, or to further develop a study that is already under way. In order to meet both of these goals, the course places particular emphasis on how to coherently transform theory into research method. Topics to be addressed include research ethics and quality, ethnography, observation, interviewing, and analysis of talk, text, and visual data. Course requirements will include reading and discussion of methodological texts, reviews of reports on qualitative studies, and practical activities.

Prerequisites: None Credits: 3

DAL03 Discourse as Data

From Analyzing Discourse to Writing up the Analysis: This course pursues three goals: 1. to foster students' critical understanding of discourse analysis as a central, interdisciplinary approach in the social sciences; of its diverse disciplinary origins, theoretical orientations, methodological options, and relationship to historical and current intellectual paradigms; 2. To provide participants with practical experience in conducting discourse analysis, including data collection, transcription, analysis, and preparing a research report; and, 3. To explore discourse analysis as an approach to diverse research problems in applied linguistics.

Prerequisites: None Credits: 3

DAL04 Critical Applied Linguistics

This course will address and examine the notion of 'critique', define it as a particular form of analysis - a methodology therefore - and show how it can be deployed to develop anti-hegemonic accounts of current sociopolitical phenomena and processes. We will focus on the creative, 'unthinking' aspect of critique, on the aspect of epistemic solidarity, the need to take no single established framework for granted, and the demand for adequacy in establishing the facts of our cases. The points of departure, technically, will be (a) ethnography, (b) narrative analysis and (c) linguistic landscaping, and each time we shall attempt to reconstruct - or restore - voices 'from below'. The fields of deployment are (i) informal learning processes; (ii) asylum seekers' narratives and (iii) contemporary 'superdiverse' linguistic landscapes.

Prerequisites: None Credits: 3

DAL05 Communication Across Cultures

This two-week core course provides a theoretical and methodological framework for studying the relation of language and culture in cross-cultural communication. The course addresses issues of communication as discourse and interrogates on the role of discourse as connection and narrative. Furthermore, the course looks into culture as historicity and subjectivity, imagined community, social identity, identification, memory, and asks how culture is produced and reproduced through discourse. Issues of Social and cultural capital, affiliation, inheritance, expertise; schemas, frames, metapragmatic models are contributing to the formulation of a clear understanding of discourse.

Prerequisites: None Credits: 3

DAL06 Different Perspectives on Discourse Analysis

Increasingly, discourse studies play a role in the research program of a number of fields, including applied linguistics. However, not only is there no overarching theory common to all discourse studies, but due to the complexity of situated language use, a wide variety of methods exist to analyze the structure and functions of discourse. The purpose of this course is to provide students with a basic understanding of a few of the major perspectives of discourse analysis. Through lectures and working with real data, students will both learn what assumptions underlie a perspective as well as experience first-hand the task of collecting data and drawing conclusions. While not covering all perspectives, the course is intended to provide students with a sound foundation for future work in this area.

Prerequisites: None Credits: 3

DAL07 Text-Discourse-Genre

This course unit will explore how texts of different kinds, mono- and multi-modal, are constructed in the context of particular domains and sites of communicative use; how they evidence the conventions of particular genres; and how, as discourses, they reflect and serve to underscore the personal, ideological and social purposes of their author(s). Domains and sites to be chosen will depend on the interests of participants, but will include both educational and professional fields, and will take into account the conditions of production and reception of such texts.

Prerequisites: None Credits: 3

DAL08 Applied Linguistics Research Seminar (with introduction to the 3 strands)

This course gives an overview of the most important issues in mainstream applied linguistics research. It casts a critical glance at the seven previously offered core courses, guiding students towards formulating tentative plans for their research orientation in the future. The course also introduces students to the three strands supported by discipline-specific seminars: Second Language Education (SLE)/Intercultural and Professional Communication (IPC)/Translation and Interpreting (TI).

Prerequisites: None Credits: 3

SLE1 Current Issues in Second Language Education (SLE)

Examines various methodologies, both current and historical, used in the teaching of English as a Second Language. It provides an understanding of the principles underlying current teaching practices and raises awareness of the range of methodological options available to language teachers. The course considers the value of teaching methods in language teacher education, taking into consideration the current "post-method" condition of TESOL theory. It also introduces the notion of teacher research and action research, providing opportunities for further inquiry in TESOL and teacher education.

Prerequisites: DAL01-DAL08 Credits: 3

SLE2 Current Issues in Assessment in SLE

Provides an introduction to the fundamental principles of the construction of language assessments in the context of language programs. The course examines how assessments are designed, developed, administered, and scored. It also looks at the collection and analysis of quantitative data used to provide evidence in support of validity claims. This course is both theoretical and practical in nature, enabling students to pursue their interests in testing research and development.

Prerequisites: SLE1 & DAL01-DAL08 Credits: 3

SLE3 Designing Dissertation Proposals: Criticizing Published Research (for SLE)

Provides an overview of research methods in Applied Linguistics and explores key issues in designing and implementing research projects. In this course, students cultivate a critical stance towards published research monographs and articles as they prepare to make their own research contributions. Students learn to identify appropriate qualitative and quantitative research methods when addressing particular questions in applied linguistics research. Students are introduced to possible Ph.D. research topics and explore the relevant methods, applications, and implications of this research. This course provides guidance to students in the SLE strand for the formulation of their qualifying papers and dissertation proposals.

Prerequisites: SLE2 & DAL 01-DAL08 Credits 3

IPC1 Current Issues in Intercultural and Professional Communication (IPC)

The course provides a differentiated understanding of intercultural communication and professional discourse in contemporary professional settings. It examines: i) different approaches to intercultural communication and professional discourse, Linguistic anthropology, Cross-cultural social psychology, Ethnography of speaking, Intercultural Pragmatics, Interactional sociolinguistics, Cultural/Gender Studies, (Management) Communication, Corpus based approaches, ii) the communicative settings that have been explored so far and the types of data and methodologies deployed to do so , iii) the distinction between cross-cultural and intercultural communication and its relevance in contemporary professional contexts resulting from globalization and aided by the widespread use of new media (i.e. ICTs). Drawing on data from empirical studies into various cultures the course addresses the extent to which interculturality is made relevant in encounters between different cultures, the degree to which professional cultural expertise is claimed by non-members of the culture and the way in which presumed cultural experts enact cultural membership in professional settings.

Prerequisites: DAL01-DAL08 Credits: 3

IPC2 Intercultural Communication & Professional Discourse

This course unit will focus on how communication among and between cultures impacts on how professional discourse is produced and understood by participants in interaction. "Culture" is understood here to imply diversity in terms of ethnicity and in terms of workplace organization. Themes explored in the course will include: issues of identity and membership; rapport management in interaction; interpersonal attitudes and beliefs; impression management; professional expertise as an intercultural achievement; misunderstandings; trust as a core value; the evaluation of intercultural competence. Sites focused on in the course unit will depend on participant interests but may include inter alia those of business and management studies, education, public policy, personnel management, health and social care.

Prerequisites: IPC1&DAL01-DAL08 Credits: 3

IPC3 Designing Dissertation Proposals

Criticizing Published Research (for IPC): Provides an overview of research methods in Applied Linguistics and explores key issues in designing and implementing research projects. In this course, students cultivate a critical stance towards published research monographs and articles as they prepare to make their own research contributions. Students learn to identify appropriate qualitative and quantitative research methods when addressing particular questions in applied linguistics research. Students are introduced to possible Ph.D. research topics and explore the relevant methods, applications, and implications of this research. This course provides guidance to students in the IPC strand for the formulation of their qualifying papers and dissertation proposals.

Prerequisites: IPC1 & IPC2, DAL01-DAL08 Credits: 3

TI1 Current Issues in Translation and Interpretation

This course will begin with an overview of the development of translation and interpreting studies. It will then explore key areas such as equivalence in meaning, translation strategies and procedures, genre and text type, and the features of translated language. A special focus will be on discussing problems of applying English-based discourse and text analysis models to the analysis of multilingual communication. The latter part of the course will look at the socio-cultural context of translation and interpreting and the way in which they are part of a power play which may lead to ideological distortion in a text and/or the suppression of the discourse of lesser-used languages. Particular attention will be paid to the role of the translator/interpreter as an interested intervener (e.g. in scenarios ranging from local healthcare interpreting to interpreting in conflict zones to conference interpreting for international organizations) rather than as a transparent conduit of information. Consideration will also be given to the impact of new modes of translation (audiovisual translation, machine translation, crowd sourced translation, manga scanlation, etc.). Under the guidance of the tutor, students will be expected to gather their own examples of translation and to develop a specific project throughout the course.

Prerequisites: DAL01-DAL08 Credits: 3

TI12 Translation-Cognition-Technology

This course touches on the relationship of cognition with translation and interpretation competence. It focuses on the process of translating and looks at the so-called "black box" i.e. the Translator's/Interpreter's mind. Emphasis is placed on analyzing how translation and interpreting stages can be isolated, how translator and interpreter competence can be analyzed. Also, the course addresses issues of technology, machine translation and terminology for translation purposes.
Prerequisites: TI1 & DAL01-DAL08 Credits: 3

TI3 Designing Dissertation Proposals

Criticizing Published Research (for TI): Provides an overview of research methods in Applied Linguistics and explores key issues in designing and implementing research projects. In this course, students cultivate a critical stance towards published research monographs and articles as they prepare to make their own research contributions. Students learn to identify appropriate qualitative and quantitative research methods when addressing particular questions in applied linguistics research. Students are introduced to possible Ph.D. research topics and explore the relevant methods, applications, and implications of this research. This course provides guidance to students in the IPC strand for the formulation of their dissertation proposals.
Prerequisites: TI1 & TI2, DAL01-DAL08 Credits: 3

DAL51 Qualifying Paper 1

The purpose of DAL 51, Qualifying Paper 1 is to provide experience to students on the selection of a topic, literature review, hypothesis development, and selection of the appropriate research methodology, collection of relevant data and interpretation of this data. The QPs must demonstrate clarity of ideas, organization and documentation. These papers must be original research not previously published or available in the public domain. Each PhD student is expected to submit the first qualifying paper prior to the moving on to the second.
Prerequisites: DAL 01-08 and strand courses Credits: 3

DAL52 Qualifying Paper 2

The purpose of DAL 52, Qualifying Paper 2 is to provide experience to students on moving on to the research design and interpretation of data on their selected topic. The QPs must demonstrate clarity of ideas, organization and documentation. These papers must be original research not previously published or available in the public domain. Each PhD student is expected to submit the first qualifying paper prior to the moving on to the second.
Prerequisites: DAL 01-08 and strand courses Credits: 3

DAL61 Program Ph.D. LC Dissertation

At the end of the taught part of the course, students will be required to write a dissertation on a topic that will be agreed with their supervisor. Advice and guidance is given in formulating and refining the research topic, conducting research, analyzing data, literature review, and documentation of sources. The dissertation offers students the opportunity to carry out independent research in an area of their interest, and to apply the knowledge and the skills they have acquired to the investigation of a particular issue or problem.
Credits: 12

PG Ph.D. Project Papers (7 Credits / 1 Course)

DAL41 PROJECT PAPER 1 Credit: 1
DAL42 PROJECT PAPER 2 Credit: 1
DAL43 PROJECT PAPER 3 Credit: 1
DAL44 PROJECT PAPER 4 Credit: 1
DAL45 PROJECT PAPER 5 Credit: 1
DAL46 PROJECT PAPER 6 Credit: 1
DAL47 PROJECT PAPER 7 Credit: 1

PG Ph.D. Qualifying Papers (6 Credits / 1 Course)

DAL51 QUALIFYING PAPER I Credits: 3
DAL52 QUALIFYING PAPER II Credits: 3

PG Ph.D. DISSERTATION (12 Credits / 1 Course)

DAL61 DISSERTATION Credits: 12

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Maria Agorastou holds a Master in Social Work from the University of New Hampshire (and is a certified Applied Behavior Analyst. She has extensive experience working in public schools in New Hampshire in applied research projects on inclusion, school climate and drop-out prevention. Her work experience includes clinical work with children and adolescents with emotional and behavioral difficulties. She is currently an advisor to the Network of Special Schools and a regular guest lecturer at schools and municipalities across Greece on the topic of behavioral management and modification. She is a Ph.D. candidate in the Department of Education at the University of New Hampshire. She is an adjunct faculty member and teaches in the BSPSY and MSPSY programs.

Nicholas Alexiou received his M.A. degree in Sociology from Queens College, CUNY, and his Ph.D. from the Graduate Center, CUNY. He has taught in the Department of Sociology and the Center for Byzantine and Modern Greek Studies at Queens College since 1990, and recently received the President's Award for Excellence in Teaching. His fields of interest are ethnic studies, political sociology, social theory, social research and statistics, and issues concerning the Greek-American community. He has established the first Oral History Archive for the Greeks of New York and he is the Director of the Hellenic American Project, at Queens College, CUNY. A contemporary poet and artist as well, he is the author of five books of poetry, and many of his poems have been published in Greek and American journals and anthologies. He is a visiting faculty member and teaches in the General Education program.

Valentini Andreoula holds a BSc in Accounting and Finance from Deree College, the American College of Greece and a Master of Arts in Applied Linguistics from the Hellenic American University. She is also a CRLA certified Writing Tutor and holds the TESOL level 5. Finally, she is an ECCE oral Examiner and has recently started her PhD in Applied Linguistics at the Hellenic American University. She has worked for 15 years at the Bank of Cyprus in Greece, in various departments, during which for 3 years she was a trainer, teaching Accounting to staff of all levels. During the last 3 years she has been working at the Hellenic American Union as a teacher of various levels and age groups, while at the same time she is teaching English, voluntarily, to the children of the Hadzikonsta Foundation (a Foundation aimed at helping children in financial need or with family issues).

Stephanos Androutsellis-Theotokis was born in Athens, Greece. He holds a BEng in Information Systems Engineering and an MSc in Engineering and Physical Sciences in Medicine from Imperial College (University of London, UK), a Master's of Science in Engineering in Biomedical Engineering from Johns Hopkins University, MD, US, and a PhD from the Department of Management Science and Technology of the Athens University of Economics and Business. He is a founding member and Software Development Manager of ALS Geometric Software S.A. He has worked in the industry as a software engineer and developer, and has been involved in several EU funded R&D projects. He is an adjunct faculty member and teaches in the BSI and MSI programs.

Stanley Ansel graduated from the University of California at Los Angeles (USLA) with a Bachelor's degree in Pre-Law. Before graduating from UCLA he served in the U.S. Navy for three years, living in Japan for two years and on an ammunition ship in Vietnamese waters for one year. After completing his undergraduate degree, Mr. Ansel went on to obtain a Master's degree in Management from the University of Arkansas. Besides living and teaching in the U.S., he has lived and taught in Greece, Albania, Germany and India. In addition to many years of teaching experience in accounting, finance, management, marketing, economics, and statistics, Stanley also has many years of practical experience in the areas of accounting, finance and marketing. Mr. Ansel is an adjunct faculty member at Hellenic American University, where he teaches in the BSBA program

Eugenia Arsenis is a director and dramaturg who has collaborated with international cultural organizations such as Royal Albert Hall, the San Francisco Opera Center and Center for Contemporary Opera, Skylight Music Theatre, Oakland Opera House, the Greek National Opera, Megaron Athens Concert Hall, and the National Theatre of Northern Greece. She is the designer and Coordinator of the Minor in Theater and Performance at the Hellenic American University and Coordinator of the Acting for Opera at the Contemporary Conservatory of Athens. She studied Dramaturgy and Directing at the Department of Drama, Theatre and Media Arts at Royal Holloway University of London. She pursued graduate studies in Philosophy

at University College London and earned her Doctorate in Philosophical Aesthetics, Opera and Greek Tragedy at the University of London. She was Visiting Researcher at the School of Music of the College of Fine Arts at Boston University for Musical Analysis and Opera Directing. She has held numerous grants and fellowships from organizations such as the Fulbright Foundation, the Onassis Foundation, the National Bank Cultural Foundation, New York Film Academy, and the Royal Holloway University of London. She is currently the President of the Hellenic Center of the International Theatre Institute, Registrar of Public Relations of the Hellenic Theatre Studies Association, and member of the Greek Directors' Guild. She is an adjunct faculty member and teaches in the General Education program.

Eve Athanasekou holds an Honors Degree in Law from the National & Capodistrian University of Athens, a M.Sc. in Information Technology and a Ph.D. in Law (Internet Law), both awarded by the University of Glasgow and funded by the Hellenic State Scholarship Foundation. Her doctoral thesis titled "Copyright on the Internet: Linking and Framing Problems on the World Wide Web" focused on the interaction of modern technological issues and the traditional interpretation of law. She specializes in computer and Internet law, the history, sociology and philosophy of law, intellectual property and real estate law. Between 2000 and 2003 she was the co-editor of *artzine*, a bilingual electronic magazine on art and technology. Her work experience involves practicing law, teaching computer science and law at the university level (University of Glasgow) as well as information technology to secondary school, college students, and adults. She is currently with the Legal Department of the Hellenic Notaries Association. Her research interests involve: Internet law, ancient Greek law and constitutions, Roman law, Byzantine notarial system. Ancient Greek & Byzantine social and economic history, local histories general theory of state; and Modern Greek constitutional history. She is an adjunct faculty member and teaches in the General Education program.

Stephen Bacigal is a writer, analyst and editor on the President's Project Team at Hellenic American University. He also serves as Director of Planning and Research at Hellenic American Union. A graduate of Livingston College at Rutgers University (B.A. in the City and Social Change) and Harvard University (M.Div.), he has taught English for academic and professional purposes in both higher and continuing education settings, including King's College (London), the National School of Public Administration, and Hellenic American Union, where he now leads seminars in digital content writing, business communications and presentation design. Mr. Bacigal teaches in the BAELL program at Hellenic American University as an adjunct faculty member.

Gregory Barton earned his bachelor's degree in 2013 from Washington and Lee University in Virginia, and later completed his graduate work in Historic Preservation and Preservation Design at the Savannah College of Art and Design. For six years he worked at Norfolk Academy, a co-education private school in Norfolk, Virginia. His career in education began as a primary school teacher, but quickly progressed to him teaching advanced placement courses in the high school division, specializing in upper level art history and studio art courses, as well as coaching American football, basketball, and lacrosse. In addition, he was charged with helping to create and implement Norfolk Academy's Engineering and Design program that now ranges from grades 1-12. Finally, as an entrepreneur and activist, Mr. Barton owns and operates Hamptons Surf Company – an artist collective that works with charities and foundations from around the globe to target issues ranging from environmental injustices to domestic violence. At the Hellenic American University, he serves as the Assistant Director of Student Affairs and International Programs and as a faculty member of the General Education program.

Nikolaos Bellias received his MSc in Information Systems from the University of Economics and Business, Athens, Greece. Prior to joining HAUniv, he was Brigadier General of the Hellenic Army Informatics and Research Corps at the Hellenic Army General Staff, Athens, Greece. Mr. Bellias has served in various Army General Staff Informatics & Research Directorate positions (deputy director, department head, as well as IT manager and Full Stack Developer in Army Computer Center) in Athens, Thessaloniki and Brussels, Belgium and has extensive experience in Information Systems and Software Architecture, Design, Development and Project Management. He has contributed to the Hellenic Army Logistics Program with two large Information Systems covering the Army's needs for a multi-purpose fusion system of material and human resource management. At Hellenic American University Mr. Bellias is teaching Systems Analysis and Design techniques with UML for the Informatics and Engineering Department.

Vijay Bhatia retired as Professor of English from the Department of English at the City University of Hong Kong, and is now an Adjunct Professor at the Chinese University of Hong Kong. He was also an Adjunct

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Sofia Kontossi a pianist and musicologist, graduated on scholarship from the Academia de Arte George Enescu and holds a Ph.D. in musicology from the University of Athens, as well as a D.M.A in piano performance from the Universitate de Arte George Enescu. As a pianist, she has taken part in master classes with Hans Leygraf, Paola Volpe, Frank Wibaut, Monique Deschaussées. Dr. Kontossi has won prizes in international piano competitions and given concerts in Greece, Romania, Italy, Spain, Germany, Austria, Turkey and Cyprus. She is regularly invited to give master classes in Greece and abroad on "Art song" performance. She regularly attends, on scholarship, the Vancouver International Song Institute's program on "Song Scholarship and Performance." Her musicological studies focus on lieder and piano music by Greek composers, as well as the history of Greek Music. Her articles have been published in Greek, French and Serbian academic journals, and she is a contributing author at the New Grove Music Online. She has been teaching piano and music theory since 1996, and is currently at the University of Arts George Enescu and the National Conservatory of Greece. She is a member of RIPM's Greek Committee, a member of the Board of the Leonidas Zoras Archive and the Manolis Kalomiris Society Directory Committees, and a member of the Greek Musicological Society. She is an adjunct faculty member and teaches in the BM program.

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Claire Kramsch (Licence d'Enseignement, Université de Paris-Sorbonne) Agregation d'Allemand, Université de Paris-Sorbonne) has been Professor of German and Foreign Language Acquisition at Berkeley since 1989. She holds honorary doctorates from the Middlebury School of Languages 1998 and St. Michael's College 2001. She was also the 1994/95 President of the American Association of Applied Linguistics and was co-editor of the journal Applied Linguistics from 1998-2003. She is the founder and editor-in-chief of the UC electronic L2 Journal. Her fields of interest are second language acquisition, applied linguistics, discourse analysis and social and cultural theory. She is also director of the Berkeley Language Center and teaches in the School of Education. She is a visiting faculty member and teaches in the Ph.D. in Language and Communication program.

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Spyridon Lioukas received his PhD from the London Business School (LBS), where he also held the position of Lecturer as part of the teaching faculty. He has also taught at the Athens University of Economics and Business, Greece (AUEB) for over 30 years, and currently holds the title of Emeritus professor. Since 2012, Dr. Lioukas is a member of the international Council of Experts for Privatizations, in the privatization agency of Greece. He has served as Ambassador of Greece in the OECD for five years (1996-2001), has been vice-Chairman of the standing (SLT) committee at the International Energy Agency, and has extensive experience as an advisor and director of several management consulting projects. Professor Lioukas has taught courses on strategy, entrepreneurship, and ethics and corporate governance in the International MBA, the Athens MBA, and other the MSc programs at the AUEB and has served as Chairman of three departments and as director of postgraduate programs. Under his leadership, the Innovation & Entrepreneurship Unit at AUEB received recognition and a European award for its contribution to entrepreneurship. Professor Lioukas has published in leading academic journals and his research has received international recognition, being widely cited in academic journals. Dr. Lioukas is an adjunct faculty member at Hellenic American University and teaches in the MBA Program. Professor Lioukas has taught courses on strategy, entrepreneurship, and ethics & corporate governance in the International MBA, the Athens MBA, and other the MSc programs at the AUEB. He has served as Chairman of three departments and director of postgraduate programs. He has supervised many PhD students and has produced several successful young academics. Under his leadership the Innovation & Entrepreneurship Unit at AUEB received recognition and European award for its contribution to entrepreneurship.

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Anastasios Makris is an Information Systems & Usability specialist. He holds a BSc in Physics from National and Kapodistrian University of Athens and a MSc in Computer Science from Florida Institute of Technology. He worked for 5 years in the health sector in the U.K. and for 10 years in the Greek industry automation sector (Hercules Cement Corp/Amber SA) as Project Manager before joining the maritime sector in 1993, where he

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Vassilis Manoussakis holds a Ph.D. in American Poetry from the National and Capodistrian University of Athens, Greece. He has taught Contemporary British and American Literature, Literary Translation, Audiovisual Translation, English Language and Terminology at universities and colleges in Greece and abroad. He also has extensive experience as a literary translator, proofreader and subtitler. He has translated more than 20 books of literature and numerous articles, essays and poems for various international and domestic magazines and journals. Moreover, his essays on many literary and translation topics have appeared in various magazines and journals. His current research interests include the musicality of poetry in translation and the subtitling of puns. He writes and publishes poetry and short stories in English and Greek language. He has published three books of poetry and one book of short stories. His most recent book of poetry, which is a bilingual edition titled *Fragile Boundary*, was published in December 2014 by Planodion editions. Currently, he is an adjunct faculty member and teaches in the BAELL, MAT and MACI programs. He also serves as an external tutor and supervisor in the M.A. program in Audiovisual Translation at City University, London, England.

Rosina Márquez Reiter is Reader at the University of Surrey where she teaches intercultural communication. She holds a Ph.D. from the University of Sheffield), an MA from St Mary's College, University of Surrey and a BA in Psychology from the Universidad de la República, Uruguay. Her current research interests include intercultural communication, institutional talk, mediated communication, and face management. She is author of *Linguistic Politeness in Britain and Uruguay* (John Benjamins, 2000), *Spanish Pragmatics* (Palgrave/Macmillan, 2005 with M.E. Placencia) and *Mediated Business Interactions. Intercultural Communication between speakers of Spanish* (Edinburgh University Press, 2011). She has published scholarly papers on indirectness, face, politeness, pragmatic variation, speech acts, conversational structure and service encounters. She is a visiting faculty member and teaches in the Ph.D. in Language and Communication program.

Rodger Martin has over forty years of experience as a journalist, editor, poet and writer and has covered every Democratic national political convention from 1974 to 2004. He currently teaches journalism at Keene State College, home of the national award-winning college newspaper The Equinox. He studied public speaking under the man who taught John F. Kennedy to speak and has taught it extensively for Mt. Wachusett Community College's Fort Devens, Campus. Martin has published four poetry books, his latest, For All the Tea in Zhōngguó (Hobblebush Books, 2019), a collection of both his own and Chinese poets in translation, with each poem written in Mandarin and English. He has received awards from The New Hampshire state Council on the Arts and was chosen to represent the United States at the Hongzhou Prominent Figure Celebration in 2012. He is currently an editor of The Granite State Poetry Series, president of the Worcester

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Kyriaki Masoura completed her BA in English and American Literature, Language and Applied Linguistics at the University of Athens in 1993. She then spent a year teaching Language and Literature to a variety of students, and in 1995 completed her Masters in Twentieth Century Studies (English, American, Postcolonial Literature and Film Studies) at the University of Newcastle (UK), followed by her PhD thesis on the writing of Margaret Atwood at the University of York (UK) in 2001. Kyriaki has taught contemporary literature for the University of Newcastle, Centre for Lifelong Learning, and at the English Language Centre, Northumbria University at Newcastle, and in 2006 began permanent lectureship in the English and Creative Writing/Department of Humanities/School of Art, Design and Social Sciences, Northumbria University at Newcastle. She is an adjunct faculty member and teaches in the BAELL program.

Marieke Martin received her Bachelors of Science in BioScience and Technology from the University of New Hampshire, and her Masters in Business Administration from Southern New Hampshire University. Currently, she is working toward completing her Ph.D. dissertation in International Business Strategy, from Southern of New Hampshire University. Her area of research focused, under the tutelage of the former chief economist for OPEC, on Emerging Capital Markets, (specifically Eastern European Market nations such as Russia and Turkey), innovation and international new ventures.

Rodger Martin has over forty years experience as a journalist, editor, poet and writer. He covered every Democratic national political convention from 1974 to 2004. He currently teaches journalism at Keene State College, home of the national award-winning college newspaper The Equinox. He studied public speaker under the man who taught John F. Kennedy to speak and has taught it extensively for Mt. Wachusset65t Community College's Fort Devens, Campus. Martin has published four books of poetry. His latest, For All The Tea in Zhōngguó Hobblebush Books, 2019) is a collection of both his own and Chinese poets in translation, with peach poem written in Mandarin and English. He is the recipient of awards from The New Hampshire state Council on the Arts and was chosen to represent the Untied States at the Hongzhou Prominent Figure Celebration in 2012. He is currently an editor of The Granite State Poetry Series. Martin is president of the Worcester County Poetry Association and Vice President of The Monadnock Writers Group. His scholarly work on Milton's Paradise Lost broke new ground in critical studies of that epic poem.

Anna Mavrainou holds an M.A. in Conference Interpreting from the Hellenic American University (2014) and an M.A. in Business Translation with Interpreting from the University of Surrey (2013). She also holds a B.A. in English Language and Literature from the University of Athens (School of Philosophy - Faculty of English Studies). She has worked in the Greek translation industry as an in-house and freelance translator and interpreter, and since 2018, she has been working as an Accredited Conference Interpreter for the EU with English, French and Greek as working languages. Ms. Mavrainou teaches Interpreting Courses at Hellenic American University.

John Mollica holds an MBA from Bryant University and is currently working toward the completion of his PhD dissertation in Business Administration at Trident University International. Mr. Mollica has twenty years' experience teaching computer science, economics, and a full spectrum of business-related courses. He looks forward to facilitating a cooperative and global learning environment in the Hellenic American Univerity MBA program.

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Alexander Nikolaou completed his Ph.D. in English - on a partial scholarship - and his MA in Applied Linguistics at the University of Birmingham, UK and also holds a B.A in English from the American College of Greece – Deree College. His research interests lie in the area of attitudes and motivation in second language learning, linguistic landscapes and the discursive construction of identity, work that he has presented his work at international conferences in TESOL, Applied Linguistics, Pragmatics and Sociolinguistics. Dr. Nikolaou served as Coordinator of the M.A. in Applied linguistics, Chair of the Curriculum Committee, member of the IRB committee and Director of General Education. Prior to joining the University, he worked for many years as an EAP/ESP teacher at various private higher education institutions and also taught EFL both in Greece and the UK. He is an adjunct faculty member and teaches in the BAELL and MAAL programs.

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2002), Northern Arizona University (2002-2004), and the University of Hawai 'i at Manoa (2004-2012). Her main area of research is in second language acquisition, particularly sociocognitive and educational dimensions in adult classroom settings. She has also long-standing interests in second language writing and foreign language education and has published widely about systematic research synthesis and epistemological and ethical dimensions of second language acquisition research. In the last few years she has become interested in applying insights from bilingualism and from usage-based linguistics to the investigation of second language development. She is originally from Spain, where she also received her first degree in Spanish Philology. She studied abroad in Germany, lived in Greece for 7 years as a teacher of Spanish, and relocated to the United States in 1993, where she did her studies and where she has rooted her academic career. She was co-recipient of the Pimsleur and the TESOL Research awards (2001) and has been a doctoral Mellon fellow (1999), a postdoctoral Spencer/National Academy of Education fellow (2003), and a senior research fellow at the Freiburg Institute of Advanced Studies (2010). Her work has appeared in books and articles in journals such as the Annual Review of Applied Linguistics, Applied Linguistics, Language Learning, Modern Language Journal, and Studies in Second Language Acquisition. She is the author of several books, including Understanding Second Language Acquisition (Routledge, 2009, revised edition 2017). Lourdes is a frequent keynote speaker at international conferences, including the American Association for Applied Linguistics Conference in 2010, the AILA Conference in 2014, and the TESOL Convention in 2015. She is a visiting faculty member and teaches in the Ph.D. in Language and Communication program.

Stergios Papageorgiou holds a Master of Business Administration (MBA), Finance, from the University of Scranton, USA and a Bachelor of Business Administration, from the American College of Greece (Deree), Athens, Greece. He has close to thirty years of professional experience, beginning in NY with a major bank in the areas of Project Finance and Commercial Real Estate, before expanding his career predominantly to the shipping industry. Upon his return to Greece, he has joined Barclays Bank Shipping unit as a Relationship Manager, and following, as a Shipping Manager for a smaller Greek Bank. Subsequently, Mr. Papageorgiou is engaged as a consultant for several shipping debt restructuring projects and serves a container liner company as their Business and Finance Manager. In parallel to his professional career, he has held several teaching positions with several highly esteemed educational organizations, such as the American College of Greece, the Institute of Chartered Shipbrokers, the Cyprus International Institute of Management and more**.** Mr. Papageorgiou is an adjunct faculty member and teaches in the BSBA program.

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Christopher Patch received his Master's degree from Roberts Wesleyan College and Northeastern Seminary in Rochester NY. Prior to joining Hellenic American University, he was Director of IT and Business Education at TechMarket Training in Nashua, NH, USA and an adjunct professor for Manchester Community College and John Mason Institute. He has extensive experience in IT management, strategic planning, and predictive and adaptive management methodologies and has been active in the field of training, consulting and

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