

- I. Introduction
- II. Roles and Responsibilities
- III. Definition
- IV. Policy Statement
- V. Course Syllabus Requirements
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- a. : The Board of Trustees (herein referred to as "Board") at The American University of Kurdistan (herein referred to as "AUK" or "University") is authorized to establish rules and regulations to govern and operate ty841.2 reWBT/F4 1 52 841.2 reWBT/F4 1 68 Tm

The Course Syllabus is the document that sets forth the common understandings that govern the rules and regulations of the course. The course syllabus provides students with an outline of objectives, requirements, and policies as well as resources to support students' academic success in that credit-

As approved by the Department Chair and Dean, these should reflect what is stated in the University Catalog. Faculty may additionally list course-specific information regarding outcomes. There should also be a statement discussing how the course learning objectives/SLOs are related to those of the program, and to those of program-level accreditation as appropriate. Faculty should provide a mapping of course activities and assignments with these objectives along with the rubrics that will be used to measure them. Faculty will be collecting and analyzing data from the student course activities for the purpose of program assessment.

Faculty must include the following:

Assessment types such as quizzes, exams, assignments, performances, presentations, etc., and copies of the rubrics used to measure student achievement.

A detailed course schedule should be presented within the syllabus. This should include the dates of classes, topics to be discussed, learning activities, assignments due, exams, etc. Such course activities should also be mapped to the SLOs and PEOs mentioned previously in the syllabus. There should also be included a statement that the schedule is subject to change. If such a change is required, then the Faculty has the responsibility to distribute a revised course schedule to all students.

Course policies discuss different course-related matters including, but not limited to, attendance, class engagement/participation, field experiences, course grading (and the consequences for non-compliance), class conduct, ethics/integrity in coursework, and workload. These policies should be consistent with such policies agreed upon at the departmental and college levels.