GENERAL ACADEMIC REQUIREMENTS DIVISION (GARD)
General Academic Requirements Division (GARD)

Divisional Mission
The Mission of GARD is to facilitate the successful transition of new students to their career programs by enhancing student engagement, integrating academic and co-curricular programs, and fostering both independent and lifelong learning.

Senior Staff
Rami Hamdan, Director General Academic Requirements
Dr. Georgia Daleure, Dean General Studies
Dr. Abdulrahim Alshahin, Dean Arabic and Emirati Studies
Mr. Paul Barney, Senior Manager Foundations
Mr. Paolo Rossetti, Manager Academic Success Program

Programs offered
The following programs are offered at each HCT campus:

- ACADEMIC SUCCESS
- FOUNDATIONS
- GENERAL STUDIES
- ARABIC AND EMIRATI STUDIES
Academic Success Program (ASP)

Through its proactive and innovative programs, the ASP design opportunities for students to achieve academic goals and develop as lifelong independent reflective learners. It aims to support students in their efforts to achieve their academic goals and successfully align themselves with the HCT2.0 new curriculum framework and its challenging educational environment.

The Academic Success Program objectives are:
- To offer learning centers to support students in achieving the required skills in English and Math
- To provide students with academic and developmental advising to assist their academic progress
- To enhance the academic development of students by offering a series of training sessions based on 21st century skills
- To better prepare students to join their career program directly and more efficiently
- To continue developing students’ academic potential to meet the expectations of their career programs

Foundations (FN)

The Foundations Program prepares students to meet the English entry requirements of HCT’s career programs. Students are placed in one of five English levels according to their starting language proficiency, and have up to one year to achieve the level of English required to enter the career program of their choice. Foundations English courses use state-of-the-art learning technology and teaching methods, ensuring that successful students acquire digital as well as linguistic proficiency.

Course Offerings in Foundations

<table>
<thead>
<tr>
<th>Foundation English Courses</th>
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</thead>
<tbody>
<tr>
<td>FND 0020  Pre-Foundations English</td>
</tr>
<tr>
<td>FND 1016  Foundations English Level I</td>
</tr>
<tr>
<td>FND 2016  Foundations English Level II</td>
</tr>
<tr>
<td>FND 3016  Foundations English Level III</td>
</tr>
<tr>
<td>FND 4016  Foundations English Level IV</td>
</tr>
</tbody>
</table>

Maximum duration of study: 1 Academic Year

Program Learning Outcomes

Reading: Read independently employing a range of reading strategies. Read a broad range of articles, reports, and introductory academic texts, being able to extract important specific details and understand overall global meaning, demonstrating comprehension in a variety of ways.

Writing: Write clear, detailed texts on a broad range of topics, demonstrating a solid command of an intermediate level of grammar and a broad range of vocabulary. Formulate arguments in a coherent way and demonstrate an awareness of text organisation. Demonstrate an ability to review and self-edit.

Listening: Demonstrate an ability to understand extended speech typical of academic lectures on a range of general topics and typical news programs at natural speeds and to extract gist and detail.

Speaking: Demonstrate an ability to interact fluently with native speakers, taking an active part in discussions. Present clear detailed descriptions and explanations on a wide range of subjects.

Grammar: Demonstrate a solid understanding of grammar at the intermediate level as defined by the Foundations Level 4 Curriculum, and demonstrate full command of punctuation and capitalization.

Vocabulary: Demonstrate understanding of all words on the Foundations Curriculum Vocabulary List, including an understanding of the multiple meanings of a broad range of words.

Study Skills: Demonstrate a range of good study skills and behaviours: punctuality, participation in class activities, timely completion of homework and assignments, ability to schedule and complete independent study and review, organisation as regards materials and equipment, and the use of English as the medium of communication in class.

ICT: Effectively use a personal laptop computer to learn and practice English, to access course materials, and to participate in course activities. Use the internet to search for information. Use the keyboard effectively to write. Effectively use shared folders in the cloud.
General Studies

General Studies Program is dedicated to supporting, developing and mentoring all HCT students to reach their full communicative, intellectual, literacy and vocational skills potential.

This is achieved through a cross-curricula approach that challenges students to reflect and develop holistically by providing them with continual Learning by Doing opportunities that broaden their global perspective, critical thinking, problem-solving and information synthesis skills in preparation for the knowledge economy of the 21st Century in line with the UAE Vision 2021.

Admission to program
As per details in each Academic Division

Program Description
General Studies form a set of courses that all students must complete. General Studies complement core courses by challenging students to reflect and develop holistically. A continuous applied learning approach is offered that broadens students’ global perspective, critical thinking, problem-solving and information synthesis skills in preparation for the knowledge economy of the 21st century. This is in line with the UAE Vision 2021.

The structure of the General Studies (GS) Courses is aligned with the CAA Standards for Licensure and Accreditation (2011) and consists of the following categories:

- English, Arabic or other Languages;
- Humanities or Arts;
- Information Technology or Mathematics;
- The Natural Sciences;
- The Social or Behavioural Sciences.

Program Learning Outcomes
Graduates will be able to:

- Communicate effectively orally and in writing and deploy a range of presentation and information retrieval techniques within both learning and workplace settings.
- Recognize artistic expressions and scientific methods and their impact in the modern world through analysis and reflection on practical experience.
- Demonstrate the ability to work effectively in teams and take on leadership roles.
- Recognize, examine and compare relationships and sequences within international diverse cultures and seemingly random social and historical events.
- Use effectively information technology techniques in work environment.

- Reflect on the attitudes and beliefs relevant to individual and social choices and actions.
- Demonstrate a knowledge of mathematics and its application in various contexts.

Completion Requirements

<table>
<thead>
<tr>
<th>As a graduation requirement, students must successfully complete the following minimum credits:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor students:</td>
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<tr>
<td>Higher Diploma students:</td>
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<tr>
<td>Diploma students:</td>
</tr>
<tr>
<td>33 credits</td>
</tr>
<tr>
<td>27 credits</td>
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<tr>
<td>18 credits</td>
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</table>

Mandatory Courses

| General Studies courses which are mandatory for all students to take include: |
| AES 1013 Arabic Communications I |
| AES 1003 Emirati Studies        |
| LSC 1103 Academic Reading and Writing I |
| LSS 1003 Life and Study Skills  |
| LSS 1123 Basic Methods of Scientific Research and Development |
| LSS 2403 Innovation and Entrepreneurship |

Course Credits

<table>
<thead>
<tr>
<th>English, Arabic or other Languages</th>
<th>Required Credits: 12</th>
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<tbody>
<tr>
<td>AES 1013 Arabic Communications I</td>
<td>3</td>
</tr>
<tr>
<td>AES 2003 Arabic for non-Native Speakers</td>
<td>3</td>
</tr>
<tr>
<td>AES 3003 Professional Arabic</td>
<td>3</td>
</tr>
<tr>
<td>LSC 1013 Introduction to Chinese Language and Culture</td>
<td>3</td>
</tr>
<tr>
<td>LSC 1103 Academic Reading and Writing I</td>
<td>3</td>
</tr>
<tr>
<td>LSC 1503 Academic Spoken Communication</td>
<td>3</td>
</tr>
<tr>
<td>LSC 2103 Academic Reading and Writing II</td>
<td>3</td>
</tr>
<tr>
<td>LSC 2183 English for Specific Purposes</td>
<td>3</td>
</tr>
<tr>
<td>LSC 2203 English for the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>LSC 2213 English for Leadership</td>
<td>3</td>
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<tr>
<td>LSC 2223 Critical Thinking in English</td>
<td>3</td>
</tr>
<tr>
<td>LSC 2233 Intercultural Communications in English</td>
<td>3</td>
</tr>
<tr>
<td>LSC 2243 Ethical Communications in English</td>
<td>3</td>
</tr>
<tr>
<td>LSC 3023 Professional English</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Humanities or Arts</th>
<th>Required Credits: 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>AES 1003 Emirati Studies</td>
<td>3</td>
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</table>

HIGHER COLLEGES OF TECHNOLOGY

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### Information Technology or Mathematics

<table>
<thead>
<tr>
<th>Course</th>
<th>Required Credits: 6</th>
</tr>
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<tbody>
<tr>
<td>ICT 2013</td>
<td>Computational Thinking and Coding 3</td>
</tr>
<tr>
<td>LSM 1000</td>
<td>Fundamental of Applied Mathematics 3</td>
</tr>
<tr>
<td>LSM 1003</td>
<td>Applied Mathematics 3</td>
</tr>
<tr>
<td>LSM 1103</td>
<td>Technical Mathematics 3</td>
</tr>
<tr>
<td>LSM 1113</td>
<td>Statistical Mathematics 3</td>
</tr>
<tr>
<td>LSM 1123</td>
<td>Quantitative Reasoning 3</td>
</tr>
<tr>
<td>MTH 1113</td>
<td>Statistics for Engineering 3</td>
</tr>
</tbody>
</table>

### The Natural Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Required Credits: 3</th>
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<tbody>
<tr>
<td>AHM 1203</td>
<td>Aviation Physics 3</td>
</tr>
<tr>
<td>EDU 1803</td>
<td>Introduction to Math and Science in the Classroom 3</td>
</tr>
<tr>
<td>HSC 1013</td>
<td>Human Biology 3</td>
</tr>
<tr>
<td>HSC 1233</td>
<td>Human Growth and Development 3</td>
</tr>
<tr>
<td>LSN 1113</td>
<td>Introduction to Sustainability 3</td>
</tr>
<tr>
<td>LSN 1303</td>
<td>Health and Wellness 3</td>
</tr>
<tr>
<td>LSN 2433</td>
<td>Ecology 3</td>
</tr>
<tr>
<td>LSN 2503</td>
<td>Introduction to Nutrition 3</td>
</tr>
<tr>
<td>PHY 1103</td>
<td>Physics I 3</td>
</tr>
</tbody>
</table>

### The Social or Behavioural Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Required Credits: 9</th>
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<tbody>
<tr>
<td>LSS 1003</td>
<td>Life and Study Skills 3</td>
</tr>
<tr>
<td>LSS 1123</td>
<td>Basic Methods of Scientific Research and Development 3</td>
</tr>
<tr>
<td>LSS 2403</td>
<td>Innovation and Entrepreneurship 3</td>
</tr>
</tbody>
</table>

**Total Required Credits**: 33

**Minimum Duration of Study**: 4

**Maximum Duration of Study**: 6

**Programme Code**: GS1617

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### Academic Staff

- **Abdel-Azeze Mohammad Burini, Ahyafl**, Masters, Arabic Language & Literature, Hashemite University
- **AbDul Rahman Al Darmaki, Ibrahim**, PhD, UAE Studies, University of Southampton
- **Abdulla Ahmed Hasan Al Messabi, Shamma**, Master of Business Administration- Human resources management , Abu Dhabi University
- **Abdulla Ebrahim Hassan Al Hashmi, Maryam**, Masters Business Administration, American University of Sharjah, Masters Literature and Criticism, Colleges of Islamic and Arabic Studies Dubai
- **Abdulrazzaq A Karamastaji, Fatima**, Bachelor, Arabic Language & Literature, UAE University
- **Abu Saif, Sandy**, Ph.D, Arab Literature and Criticism, University of Jordan
- **Ahern, Ray**, Master of Business Administration, The University of Wales
- **Ahmed Aljasmi, Aaesha**, Bachelor of Islamic Studies, UAE University
- **Ahmed, Wafaal**, Master, Islamic Studies, College of Islamic and Arabic Studies in Dubai
- **Aisha Al Hamadial**, Bachelor in Arabic Language & Literature, Islamic Studies University
- **Akabawy, Ismail**, Ph.D, Arabic Language and Literature, Ain Shams University
- **Al Hafidh, Gail**, Doctorate in Education - Applied Linguistics, The Open University
- **Al Hussaini, Zainab**, Master of Science, Operational Research, University of Southampton
- **Al Maharmah, Fadwa**, Master of Arts, Applied Linguistics, The University of Jordan
- **Al Mansour, Maryam**, Master, Islamic Studies, Arabic & Islamic Studies Colleges - Dubai
- **Al Mashroom, Eman**, PhD in Islamic Studies, Arabic & Islamic Studies Colleges - Dubai
- **Al Mashroom, Hind**, Master of Literature and Criticism, Arabic & Islamic Studies Colleges - Dubai
- **Al Naqbi, Alya**, Bachelor of Education in Arabic Language, UAE University
- **Al Shaheen, Abdulraheem**, Ph.D, Political Science, Cairo University
- **Al Shamsi, Badria**, PhD UAE Heritage, Tunis University
- **Al Shamsi, Maryam**, Masters, Arabic Language and Literature, Islamic & Arabic Studies College
- **Al Suwaidi, Mansour**, Master of Islamic Studies, College of Islamic and Arabic Studies Dubai
- **Al Yankah, Shaima**, Bachelor, Arabic Language and Literature, UAE University
- **Alawadi, Hamda**, Bachelor of Education in Arabic Language, UAE University
- **Albaldawi, Wisam**, Master: in Arabic Language / Linguistics / Votes, Sanaa University
- **Alexander-Warne, Mark**, Master of Arts, TESL, Northern Arizona University
- **AlFarsi, Lafa**, Master of Arts, Arabic Literature, Sharjah University
- **Ali Al Suwaidi, Muna**, Bachelor of Islamic Studies, Al Imam Mohammed ibn Saud Islamic University
- **Ali Kayed Alnusairat, Fatima**, PhD, Applied Linguistics, Yarmouk University
- **Al-Jneibi, Fatima**, Master of Business Administration, New York Institute of Technology
- **Allan, Mansour**, Ph.D Exegesis and Quran Disciplines, Yarmouk University
- **Almteri, Hamad**, Master, Applied Sociology, University of Sharjah
- **Alnuaimi, Hajar**, Bachelor, Arabic Language and Literature, UAE University
- **Alshamsi, Huda**, Master of Arts, Sociology, Sharjah University

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### Recommended Sequence of Study

As per details in each Academic Faculty
Alshanaq, Baghdad, Master of Arts, Media, University of Sharjah
Alshehhi, Ahmed, Master of Arts, Political Studies of the Muslim World, Zayed University
Altas, Yasemin, Master of Arts - Management in Education, Bilkent University
Al-Waqqi, Nader, Phd, Arabic Language & Literature, Mu’tah University
AlZaabi, Maryam, Bachelor of Education, Arabic Language, UAE University
Aston, Philip Aston, Master of Arts, Applied Linguistics, University of Leeds, Master of Science, Online Learning, Lancaster University
Attal, Deema, Master of Arts, Teaching English to Speakers of Other Languages (TESOL), University of Illinois
Awad, Linah, Ph.D, of Modern Literary criticism - Arabic language and literature, University of Jordan
Babaei, Hossein, Master of Arts, English Language Teaching, Alanehe Tabatabaei University
Bailey, Christopher, Master of Arts, English, Dalhousie University
Barakat, Rasha, Master of Arts, Math Education, American University of Beirut
Barr, Alexander, Master of Arts, Applied Linguistics & TEF, Portsmouth Polytechnic
Beermohamed Shaikh Mohamed Al Bloushi, Naeema, Bachelor of Education, Higher Colleges of Technology
Berting, Patrick, Master of Arts, TESOL, School for Intl. Training
Bilal, Mohamed, Master of Science, Paisley University
Bin Alwan Alhebsi, Fahad, Bachelor in Law, Imam Malik College
Boothroyd, Karen, Master of Education, Brock University
Buchanan, Neil, Master of Arts - History; PgDip Digital Education, University of Edinburgh
Buckley, Denise, Master of Arts, Literature & Language, University of Limerick
Bums, Melissa, Master of Arts - Education, Whittier College, California, USA
Burridge, Chlo, Master of Arts, TESOL and Educational Technology, The University of Manchester
Bushill, Stephen, Master of Arts - TEF, Reading University UK
Cadwell, Karen, Mof Arts, Curriculum, Teaching and Learning, University of Toronto
Carberry, Damien, Ph.D, History, National University of Ireland
Carlstedt, Edward, Master of Arts, Applied Linguistics & TESOL, University of Leicester
Carrera, Rashma, Master of Arts, International Affairs, University of Wisconsin
Carter, Alissa, Master of Education, Texas State University
Carter, Susan, Master of Science in Management and Organisation Development, Birmingham City University, UK
Christian, Barry Christian, Master of Arts, TESL, University of Ulster
Coats, Janice, Master of Science, TESOL, University of California
Coldwell, Sarah, Master of Education - TESOL, University of Southern Queensland
Consoliati, Loretta, Master of Arts, Applied Linguistics (Literacy) Master of Sustainability Science, Sustainable Science, Macquarie University
Coombe, Christine, Doctorate in Philosophy, The Ohio State University
Crompton, Thomas, Master of Arts, Applied Linguistics & English Language Teaching, University of Nottingham
Curcic, Tatjana, Master of Science, Electrical Engineering, Univerzitet u Novom Sadu
Daleure, Georgia, Ed. D., Ball State University
Damerham, Dermot George, Master of Arts, Fine Arts, University of Art London
Dastakeer, Wahida, Master of Science, Microbiology, University of Mumbai (Bombay)
Devitt, Patrick, Doctorate in Education - Education, Exeter University
Donavan Rocher, Donavan, Master of Arts in Sociology, Concordia University
Downer, Andy, Master of Education, The University of Manchester
Doyle, Brett, Master of Arts in Applied Linguistics, The University of Sydney
Dumale, Ronnie, Master of Arts, Education, Saint Mary's University / University of Baguio
Ebeid, Maha, Ph.D, Oceanography, Alexandria University
Eraikat, Abdul Karim, Doctorate in Education, Edith Cowan University
Ezzat (Adjunct), Mai, Master of Science, Finance and Management, Cranfield University, UK
Fahnestock, Nancy, Ph.D in Education, University of Exeter
Faraj, Hamda, Master of Education, Deakin University
Fernando, Bindu, Master of Arts - English, MS University, India
Festa, Monica, Master of Science, Science of Instruction, Drexel University, Philadelphia PA
Firas Al Sammarraie, Master: in Language and Grammar, University of Basra
Gajer, Ewa Gajer, Ph.D, Literature, University of New England
Ganess Sewbaran, Shivani, Master of Education, University of Southern Queensland
Gill, Parminder, Master of Arts in TESL, The University of Reading
Gladwin, Mary, Masters in Education and Training, Universite de Provence
Gobert, Melanie, Doctor of Education, University of Phoenix
Grant, Walter, Master of Arts (English Language Teaching), The Middle East Technical University
Green, Felicity, Masters in Applied Linguistics, University of Southern Queensland
Hall, Jane, Master of Arts, TESOL, Victoria University of Wellington
Hamada, Tarek Hamada, Master of Education, British University in Dubai
Hanif Ibrahim, Muhammad, Master of Arts, Linguistics, University of New England
Harran, Marcel, Doctorate in English, Professional Writing, Rhodes University
Hartley, Grant, Master of Science, TESL, Aston University
Hasan Hasan Ebraheem Al Ali, Mariam, Master: Arabic Language and Literature, University of Jordan
Hawarna, Buthaina, Master, Arabic and Islamic Studies, Al Imam Al Ouzai College
Hayes, Janet, Master of Business Administration, Concordia University Montreal, Masters of Applied Linguistic, Masters of Education Research, Exeter University
Hearn, Carolyn, Master of Education, International Teaching, Framingham State University
Henderson, Sheri, Master of Science, Educational Management in TESOL, Aston University
Hiasat, Lana, Master of Arts Cultural and Media Studies, The Open University, UK, Master of Teaching English as a Second Language, Arizona State University, USA
Hussein, Hinda, Master of Arts, Health Education, East Carolina University
Ibrahim, Abdulla, Master: in Applied Science, Sharjah University
Ibrahim, Ehab, Ph.D, Arabic Language and Literature, Ain Shams University
Ikhdair, Ameen, Master of Arabic Language and literature- linguistics, University of Jordan
Jacob, Annie, PhD Education, Kuvempi University
James, Aleya, Master of Arts, TEF, Reading University UK
Jædd, Abdelbasset Jæddi, Master of Arts, TESOL, American University of Sharjah
Jones, Doug, Master of Fine Arts, The University of Idaho, University of Southern California
Salizar, Neda, Doctorate in Philosophy, University of Santo Tomas
Scott, Corey, Master of Applied Linguistics, University of Southern Queensland
Senali, Marc, Master science technology, Arizona State University
Shahdoor, Maitha, Master of Education, TESOL, British University in Dubai
Shaikha Al Arai, Shaikha Al Arai, Ph.D: in Arabic Grammar and Language, Islamic & Arabic Studies College Dubai
Shammas, Nicole, Master of Arts, TESOL, School for International Training, Vermont, U.S.A., University of Southern Queensland, Australia
Shanley, Scott, Masters, TESOL, The University of Sydney
Sheetz, Dean, Ph.D, Organization and Management, Capella University
Shefa Yaseen, Shefa Yaseen, Master: in Arabic Language -Modern Arabic Literature, Nile Valley University - College of Graduate Studies in Sudaan
Solas, Eddia, Doctorate of Philosophy, Chemistry, University of the West Indies
Southby, Belinda, Master of Science, TESOL, Aston University
Stanfield, Peter, Ed.D, The University of Exeter
Suleiman Mohammad Al Ghannam, Mamoun, Master, Arabic Language and Literature, University of Jordan
Sutton, Frances, Master of Educational Technology, University of Southern Queensland
Szulczewski, Maureen, Master of Education, University of Southern Queensland
Taha Abdullahi Ayayal Salman, Ahmed, PhD, Arabic Language & Literature, Mu’tah University
Tanyongana, Chenjerai, Master of Arts, Physical Culture, Instituto Superior de Cultura
Tarwood, James Tarwood, Master of Arts, English Language, Southern Illinois University
Tayel, Ahmed Tayel, Mof Arts, Applied Linguistics, Alexandria University
Thompson, Sophy, Ph.D in Botany, University of Delhi
Thornton, Peter, Mater of Arts Education, The Open University UK
Tobias Prior, Edmund, Master of Arts, TESOL, Institute of Education
Torrecilla Navarro, Marcelino, Master of Arts, Language Teaching and Learning, The University of Liverpool
Tradat, Bassam, Masters, Arabic Language and Literature, Yarmouk University
Trethewey, Miles, Master of Education, Masters in Applied Linguistics, University of Southern Queensland
Trinder, Stephen, Master of Arts, Intercultural Communication, Anglia Ruskin University
Turner, Jonathan, Master of Science, TESOL, Aston University
Vajpeyi, Anamika, Master of Arts in Psychology, Allahabad University
Valentino, Silvia, Master of Fine Arts, San Diego State University
Veyes, Mark, Master of Arts, Online and Distance Learning, The Open University
Vrhovnik, John, Master of Arts, TESOL, University of London IOE
Walker, Carly, Masters in Health Promotion, Deakin University
Wallace, Julie, Masters in Arts, TESOL, University of Manchester
Wallace, Julie, Master of Education, University of Southern Queensland
Waqas, Sumiya, Bachelor of Medicine, University of the Punjab
Watkins, Joseph, Master of Arts, Linguistics – English as a Second Language Option, California State University, Fresno
Wheeler, Gehan, MA TEFL, American University in Cairo
Whelan, Emmet, Master of Arts, TESOL, The University of Edinburgh
White, Tim, Master of Arts in Applied Linguistics & TESOL, University of Leicester
Wright, Heather, Master of Arts, English Literature, University of North Umbria
Yaqoob Yousef Abualreesh Almansoori, Mashael, Master, Educational Leadership, Zayed University
Yusaf, Zarina, Master of Arts, Teaching English to Speakers of Other Languages, University Of Technology Sydney
Zammel, Gillian, Master of Arts in TESOL, Un