

Student Handbook

2023 - 2024

الجامعة الخليجية
GULF UNIVERSITY 



HIS MAJESTY KING
**HAMAD BIN ISA
AL KHALIFA**



HIS ROYAL HIGHNESS PRINCE
**SALMAN BIN HAMAD
AL KHALIFA**

Message from the president

Dear Students,

Welcome to Gulf University! I am very excited to present you the Student Handbook for the Academic years 2023-2024. This handbook delivers important information regarding policies and regulations that you are expected to follow. Our primary concern is to get students informed about the academic process and student life at Gulf University. We focus on providing all facilities to the students through which they can attain their career objectives smoothly and successfully. We are always ready to exhibit our commitment to students' success.

It gives me great pleasure to announce that Gulf University is a Higher Education Council accredited university and has also received full confidence judgment for BQA (Educational & Training Quality Authority) institutional review. Gulf University's vision is to provide an outstanding educational experience to the students that enhances their mental and intellectual growth through fit for purpose graduate and undergraduate programs. The academic programs provide students with extraordinary opportunities for getting practical knowledge, skills, and competence. The stimulating learning environment at Gulf University leads toward sustainability, innovation, cross-cultural linkage, humanity, and great service to society as a whole.

Gulf University offers a unique opportunity for students for all round personality development, who are both ready for a challenge and excited about the future.

It is our endeavor to provide excellence in education and providing dynamic campus life to our students in order to prepare not only work ready graduates but future leaders. As higher education institution, we have a responsibility to promote humanity, values, and ethics. We solely believe that it is equally important for students to preserve their heritage, values, and beliefs to serve as good citizens.

When you study at Gulf University, we are confident that you will be inspired by highly qualified and dynamic faculty and administrative staff committed to provide best education and support services to students. Our people make our university special.



why student handbook

The Student Handbook is the official statement of GU academic policies and regulations, and expected standards of student behavior that are applicable to all students. It also provides a list of services and opportunities that GU offers to students following the principle of equal opportunity and non-discrimination. The primary purpose of the Student Handbook with policies and regulations, and the articulation of expected standards of student conduct, is to further the vision and mission of the University and to protect the welfare of the community. These policies and regulations enable the students to behave in responsible manner and respond to situations that violate code of conduct. This handbook sets out the expected behavior and commitment of students for personal and academic integrity; to treat others with empathy and admiration; to honor and protect the rights and property of others; to be accountable for individual and group behavior; and to act as a responsible citizen in a larger society.

Finally, GU welcomes you to this new journey and wishes you success in life.



table of contents

1. ABOUT GULF UNIVERSITY

- 1.1 Introduction
- 1.2 GU Vision
- 1.3 GU Mission
- 1.4 GU Core Values
- 1.5 GU Graduate Attributes
- 1.6 Colleges and Programs
- 1.7 University Council

2. STUDENTS RIGHTS, RESPONSIBILITIES, GRIEVANCE

3. DISTANCE EDUCATION

4. HEALTH AND SAFETY

5. ACADEMIC REGULATIONS

5.1 Admission

- 5.1.1 Admission Criteria
- 5.1.2 Fees
- 5.1.3 Scholarships

5.2 Registration and Enrollment

5.3 Assessment

5.4 Students' Academic Code of Conduct

5.5 Students Research

6. STUDENT SERVICES and SUPPORT

6.1 Student Council

6.2 Student Induction and Advising

6.3 Online Admission and Registration

6.4 Special Needs Students' Support

6.5 IT Services

6.6 Library Services

6.7 Career Development

6.8 Guidance and Counseling

6.9 Campus Life

6.10 Infirmary Services

6.11 Cafeteria and Sports Facilities

6.12 Lost and Found Service

7. ACADEMIC PROGRAMS

7.1 College of Administrative and Financial Science

- Bachelor in Human Resources Management
- Bachelor in Accounting and Finance

7.2 College of Engineering

- Bachelor in Interior Design Engineering
- Bachelor in Electrical and Electronic Engineering- UoN
- Bachelor in Mechanical Engineering- UoN

7.3 College of Communication and Media Technologies

- Bachelor in Mass Communications
- Bachelor in Advertising and Digital Marketing- UoN
- Master in Mass communication

7.4 College of Law

- Bachelor in Law

8. GENERAL INFORMATION

8.1 CAMPUS DIRECTORY

8.2 EMERGENCY CONTACTS



1 about gulf university

1.1 introduction

Gulf University (GU) is one of the reputed private and Higher Education Council accredited universities in Bahrain. The university has also received full confidence judgment for the BQA (Educational & Training Quality Authority) institutional review. Gulf University embraces excellence through its fit for purpose academic programs in various disciplines namely, Bachelor in Human Resources Management, Bachelor in Accounting & Finance, Bachelor in Mass Communications, Bachelor in Interior Design Engineering, Bachelor in Mechanical Engineering, Bachelor in Electrical and Electronic Engineering, Bachelor in Advertising and Digital marketing. The last three programs are hosted by the University of Northampton- UK; finally, GU has a master program in Mass Communication. All the academic programs have been achieved confidence under the BQA program review. Gulf University ensures a campus for all with contemporary and state of the art physical and learning resources that support teaching and learning. The campus is prominently located in Sanad, with its main building, academic building, and administrative building. The university follows a holistic approach to academics and extracurricular activities including sports, competitions, student clubs, and foreign trips contributing to all round development of students.

1.2 GU vision

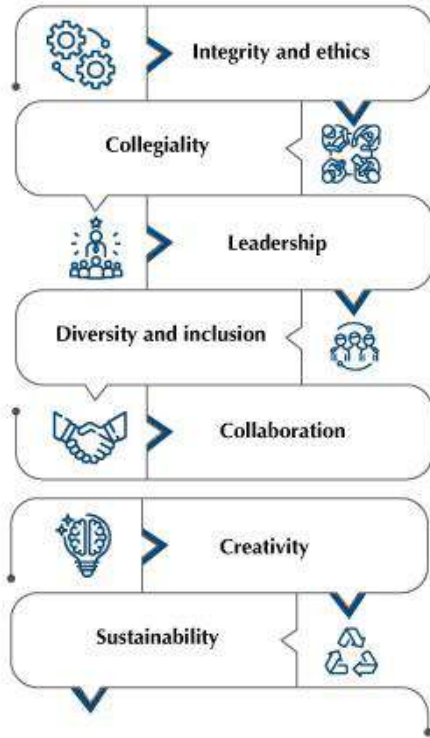
Gulf University aspires to be a distinguished higher education institution in Bahrain and the region for its competitive graduates, cutting edge learning environment, impactful/impressive research, and contribution to communities' growth through constructive partnership.

1.3 GU mission

Gulf University provides quality education, fostering creativity and innovation to generate a professional workforce and intellectual capital in a stimulating multicultural environment. We pledge to contribute significantly towards research activities with a sound impact both in academia and industry in an ethical environment. We support our highly competent staff and graduates to achieve personal and professional goals amidst socio economic challenges and engage in the sustainable development of Bahraini and regional community.



1.4 GU core values



1.5 Graduate attributes



1.6 Colleges and programs

Gulf University comprises of (4) Colleges. Currently, only (1) College offers master programs. GU programs are based not only on today's socio-economic demands in the job market but also based on local, regional, and international academic standards.

COLLEGE OF ADMINISTRATIVE AND FINANCIAL SCIENCE

Bachelor in
Human
Resources
Management

Bachelor in
Accounting and
Financial Science

COLLEGE OF Law

Bachelor in Law

COLLEGE OF ENGINEERING

Bachelor in
Interior Design
Engineering

Bachelor in
Electrical and
Electronic
Engineering-
UoN 

Bachelor in
Mechanical
Engineering-
UoN 

COLLEGE OF COMMUNICATION AND MEDIA TECHNOLOGIES

Bachelor in Mass
Communication

Bachelor in
Advertising and
Digital Marketing-
UoN 

Master in Mass
Communication

1.7 university council

The University Council is leading and managing the academic and administrative activities at the University to be aligned with standards of the Higher Education Council (HEC) and Education and Training Quality Authority (BQA).

The University Council is headed by the President of the University and comprises the following members:

- Vice President for Academic Affairs
- Chief Operations Officer
- Deans of Colleges
- Chair of the University Research Council
- Director of Quality Assurance and Development Center
- Head of Admission and Registration Unit
- Head of Student Services Unit
- Representative of Faculty Members
- Chair of University Students Council



2 students' rights, responsibilities, regulations

Gulf University ensures the rights of the students to experience excellent learning experiences in a collaborative learning environment with access to learning resources, infrastructure, and facilities. Students are obliged to show academic integrity, follow the code of conduct, and adhere to the policies, procedures, and regulations of the university towards delivering academic and administrative functions. Students' grievance issues are addressed to ensure fairness, honesty, trust, equality, and non-discrimination. For detailed information refer to the following QR Code



3. DISTANCE EDUCATION

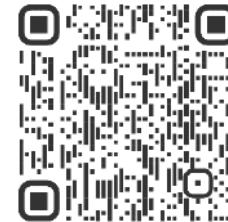
Gulf University is committed to providing the best learning experience of distance education mode via a digital platform for its academic and administrative operations without compromising quality. GU is committed to offering academic programs in virtual learning environments that are comparable in academic rigor to programs offered in face-to-face education. GU believes in a detriment approach to ensure that student learning outcomes for each course and the program are not compromised in distance education and all the actions are implemented in a flexible and adaptable manner to serve the interest of the students.

For detailed information refer to the following QR Code.



4. health and safety

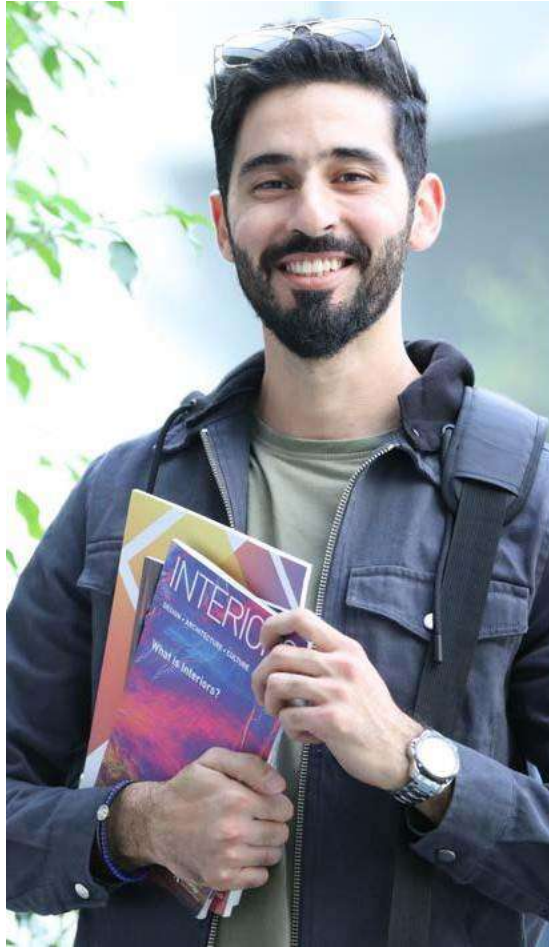
Gulf University provides a safe and healthy environment which is in compliance with prevailing laws concerning hazardous materials, fire prevention, occupational health and safety, accessibility, hygiene, and cleanliness. Health and Safety (H&S) Team at the University is responsible for ensuring health and safety standards. Gu is keen to adhere to following the regulations of the Ministry of Health. For detailed information refer to the following QR Code.



5. academic regulations

5.1 admission

Gulf University ensures transparency and publicly available procedures for selecting applicants (including those with special needs) it deems best for the academic program through eligibility criteria, placement tests, and interviews which vary depending on different programs. The admission criterion is in full compliance with the Higher Education Council's regulations. The applicant must have a high-school certificate or an equivalent, or a certificate from an applied technical or industrial institute or an equivalent, according to the regulations of the Ministry of Education in the Kingdom of Bahrain. The high- -school certificates must be in any of the following branches- Science, Commercial, Industrial, Arts. For detailed information refer to the following QR Code.



5.1.1 fees

Gulf University is committed to ensuring its fees system is in full compliance with HEC regulations. All fees set by the University are subject to approval by HEC. Information on fees policy and structure are available for students and prospective applicants on the website <https://www.gulfuniversity.edu.bh/>. Students have the opportunity to request an arrangement for their fees payment installments. Also, students who choose to withdraw from one or all course(s) within the add and drop period of the semester, as determined by the University Academic Calendar shall be refunded some tuition fees as stated in the fees policy and structure.

5.1.2 scholarships

- Gulf University commits to promoting educational excellence through offering a Scholarship Scheme that attracts outstanding students and applicants. Also, the scholarship scheme is designed to attract prospective talent and outstanding citizens of the Kingdom of Bahrain.
- The University updates and announces the Scholarship Scheme and number of grants to be offered for each academic year.
- The University only grants students/applicants who have met the stated scholarship criteria and have followed the approved scholarship procedures.
- The scholarship scheme is linked with students' academic progress during their years of study at the University.
- Students/applicants have the opportunity to appeal their scholarship decisions.

5.2 registration and enrolment

GU ensures that the enrolment policy and criteria are in full compliance with GU and HEC regulations in relation to student academic load. A bachelor program consists of at least 120 credit hours. The duration of study to obtain the baccalaureate degree is not less than (3) years for the credit hour system. 14 teaching weeks are the minimum length of a regular semester and 7 weeks of teaching are the minimum length of a summer semester. The minimum load of a full-time student is 12 credit hours in a regular semester and the maximum load of a full-time student is 19 credit hours in a regular semester and 9 credit hours in a summer semester. The curriculum organization provides appropriate academic progression year on year within an 8-semester study plan for bachelor programs and within 3 semesters for master programs that ensures course prerequisite mechanism. For detailed information refer to the following QR Code.



5.3 assessment

Assessment of all the courses is aligned with CILOs. Assessment is valid in that it is designed to enable the measurement of aligned CILOs. Assessment is reliable in that its criteria are clearly articulated, can be understood, and implemented by assessors and verifiers/moderators. Assessment is fair, respecting the dignity and privacy of students including students with special needs. Assessment is credible by implementing measures to ensure students' own work, marking consistency, and precise and accurate capturing of marks. Students are exposed to a range of assessment methods appropriate to the CILOs being assessed. Assessment feedback is provided to students with specific information against relevant assessment criteria about their work and how it could be improved. During the transition to distance education, assessment has been redesigned focusing on project-based assessment, performance-based tasks/activities, authentic assessment, reflective report, etc. under the approach of ongoing assessment. For detailed information refer to the following QR Code.



5.4 students' academic code of conduct

Gulf University (GU) consistently strives to harness academic excellence and integrity amongst with continuous improvement in quality standards. For this, the University considers academic honesty and integrity as one of important pillars and hence, articulates the academic code of conduct for the students. GU has formal mechanisms to deal with cases of academic misconduct by students or staff. Plagiarism and Academic Misconduct Policy and Procedures are applied consistently on all students' work and assessment. Guidelines on Student Academic Honesty specify the expected academic integrity and honesty of the students. GU subscribes to Turnitin, plagiarism detection software, which provides text similarity reports. There is a clear mechanism to document the plagiarism and misconduct cases in the students' files. Accordingly, disciplinary action is applied at different levels based on a number of previously taken disciplinary actions and records on similar situations. Conduct of Examination Procedures also stipulates the regulations and expected behavior of students reflecting academic integrity during major examinations in the university and online assessment. For detailed information refer to the following QR Code.



5.5 students' research

The University is committed to supporting the research and scholarly activities of the GU academic community and to supporting and promoting undergraduate students' research, as these provide both academic staff and students at the University with the best possible educational experience, builds their capacity for research, and promotes partnerships with industry and other community institutions.

The University encourages academic staff and students to conduct scientific research, participate in scientific conferences in the field of specialization, publish in refereed and indexed journals, as well as write scientific books or contribute to the authorship.

The Researcher Handbook provides information regarding research policy and procedures and informs researchers and students at the University about various research related topics and services to ensure that research at the University is conducted in accordance with the highest ethical standards and in compliance with HEC regulations.

a) Researcher Handbook can be accessed on:
<https://www.gulfuniversity.edu.bh/en/research>

6. student services and support

6.1 student council

Gulf University encourages students to have an active academic and social life, hence, ensuring that students take part in decision-making at the University. Elected by the students, the Students Council acts as their voice. Maintains a link between students and University Management, represents them in University Council, nominates students for Colleges, Departments Councils and Committees in accordance with university regulations, and also actively takes part in various student activities. Students' participation in activities organized by the Student Council provides them with the opportunity for personal development, gaining experience, and developing leadership and teamwork skills. For more information on the Students Council, please refer to "Students Council Guidelines (GU-GL03-STC)" available at the Student Services Unit.

6.2 student induction and advising

Gulf University provides students with regular induction throughout their study period. The Unit of Admission and Registration conducts a formal induction to all students as stated in the University calendar, introducing them to university rules and regulations. Also, the Colleges conduct induction to their students every semester.

Gulf University provides students with academic advising. Students are assigned to their academic advisors based on their programs of study. Academic advisors will advise students on course sequence and guide them throughout their program of study.



6.3 online admission and registration

Gulf University provides online admission (including receiving applications, interviews, and placement tests) and online registration (courses) in a consistent manner. Students have access to online fees payment via Sadat. Students receive online academic advising during the transition to distance education.



6.4 special needs students' support

Gulf University is committed to providing students with special needs with suitable support and resources and ensuring their integration and recognition of achievements. It is important, however, that students who have particular medical or learning support needs are requested to make this known to Gulf University so that appropriate arrangements for reasonable adjustments to support their education and learning can be arranged. The medical reports or certificates of disability from authorized health professionals are submitted to the Head of the Admission and Registration Unit, who informs the Head of the Unit of Student Services.

Some of the services provided for students with special needs include Physical assistance in attending classes, scheduling of classes to most accessible venues, assistance with note taking and writing of examinations, scribe for tests and examinations, additional counseling, mentoring or tutoring extended time for tests and examinations, use of computers for classwork, tests and examinations, and where necessary, adjustments are made to the venue of any assessment, and the format of the assessment.

6.5 IT services

The IT Department at Gulf University provides free Wi-Fi throughout the campus and maintains computers in laboratories and in the library, where students can access university websites, e-library, and e-learning services. Also, the department provides students with personal email accounts, which are considered the official means of communication between students and the University, and students have to access their email, read, and act upon it in a timely manner. The e-services also provide students with access to “Text Matching Software” (Turn-it-In) for plagiarism detection.

IT at GU initiates the use/ installation of Microsoft Teams where online classes are delivered within real-time context. GU already has very good practice in virtual learning via LMS Application (MOODLE) and MOODLE has been integrated with MS Teams.

IT team provides training and support to both staff and students regarding how to deliver online sessions in MS Teams, how to upload materials, how to access and download material on digital platforms, how to conduct online assessments etc.

6.6 library services

GU library services are available to all students on Sunday-Thursday from 8.00 am-8.00 pm, and on Saturdays from 8.00 am-1.00 pm. Students can access library contents inside the reading hall and each student can borrow up to 3 books for a maximum of 14 days. Library staff (Librarian) provides induction sessions to all new students at the beginning of each semester on library rules, resources (print and electronic) services, facilities, and activities/events organized by the library for example on new arrivals. The library contains thousands of printed books, academic journals, and periodicals related to academic programs, electronic databases providing access to millions of eBooks and academic research articles, and hundreds of Master theses. The e-library section offers the students access to over 5000 e-books and 580 periodicals. Additionally, students are provided with access to the library of the University of Barcelona in Spain, where there are more than 2 million books and journals available. The library also provides students access to “Turn-it-In” software for plagiarism detection.

The library also offers a bookstore service, where students can buy their textbooks at reasonable prices.

For further details, students can contact the library by email:

library@gulfuniversity.edu.bh



6.7 career development

The Internship and Career Development Office at the Unit of Student Services provides assistance to students on their career prospects that are commensurate with their abilities and organizes training and workshops to enhance employability skills. Also, the office guides students on how to deal with the labor market and begins their professional life with confidence and competence to get appropriate jobs. This office supports students in undertaking internship. Students can contact the office directly through the Unit of Student Services or at the email: careers@gulfuniversity.edu.bh

6.8 guidance and counseling

Student Counseling Office for developmental and preventive counseling services to assist students in overcoming psychological and social difficulties that they may be challenged with during their study period. This office is also responsible for supporting academically weak students (students on probation) in collaboration with their academic advisors. Students can contact the office directly through the Unit of Student Services or at the email: student.counseling@gulfuniversity.edu.bh



6.9 campus life

Gulf University ensures campus for all while enriching students' experience with socio-cultural and learning opportunities through events and activities both on and off campus. The well-located campus has spaces for individual and group learning, seminars and presentations, and socializing in open spaces with innovative seating arrangements. The university follows a holistic approach to academics and extra-curricular activities including sports, competitions, student clubs, and foreign trips contributing to all round development of students. Students are encouraged to organize the events whether conducted physically or virtually. Students can contact the Unit directly through the Unit of Student Services or at email: studentaffairs@gulfuniversity.edu.bh

6.10 infirmary services

GU provides an Infirmary service, where first aid is available for all students and staff throughout the weekdays from 8.00 am - 4.00 pm. The clinic is staffed by a nurse to provide first aid services, collect health data on students as necessary in a confidential manner, follow up, and provide health information and awareness for their wellness. Also, in case of any accident/injury situation, "First Aid" boxes are distributed all around the University campus to provide medical treatment to the patient in a short time.



6.11 cafeteria and sports facilities

GU provides students with a cafeteria, rest areas and prayer rooms (male and female students), open spaces with innovative seating arrangements. GU also provides water coolers and vending machines throughout the campus. GU provides different sports facilities such as football, basketball, tennis and table tennis, where students can access these facilities through Unit of Student Services. GU also has mutual agreements with some local sport centers where students can access to their facilities. The University also composes student athletic teams. students can utilize and practice their sports hobbies in coordination with the sports office at the Unit of Student Services.



6.12 lost and found service

All lost and found articles must be reported to University Security personnel and the Unit of Student Services. The security personnel will keep an inventory log of lost and found articles personnel. However, the University bears no responsibility for lost or stolen property.



7. academic programs

7.1 college of administrative and financial science

The College of Administrative and Financial Science (AFS) offers the following bachelor programs:

- Human Resources Management
- Accounting and Finance

The accounting and Finance program is delivered in English; However, the Human Resources Management program is offered in both English and Arabic tracks. Program facts are as follows:

a) Bachelor in Human Resources Management

Degree Facts:

- Students will develop skills that will enable them to join the profession in the field of Human Resources Management.
- Student will gain a general overview of human resource planning, staffing, employee-labor relations, training and development, strategy, performance management, and industry-specific concepts that help build their knowledge, skills and attributes fit for the labor market.
- The program is 4 years in length.
- The number of credit hours required to graduate is 130.
- Its the only program in Bahrain Kingdom accredited by CIPD (Chartered Institute of Personnel and Development) Level 5.
- the program is placed at level 8 based on BQA standards, Bahrain National Qualification Framework (NQF).
- BHRM obtained full confidence from The Education and Training Quality Authority (BQA).





Entry Requirements:

- Secondary school certificate or the certificate of an institute after the high-school, or its equivalence.
- Applicants with GPA equal to or greater than 60% must sit for and pass placement tests, and if they fail any placement test, they have to enroll in relevant preparatory courses,
- All Applicants with a GPA less than 60% shall directly enroll in the preparatory courses relevant to the program.
- All Applicants with a high school certificate in Art Stream, regardless of their GPA, shall be exempted from the placement test in “Mathematics for Business” and shall be enrolled in the preparatory course “MTH014 Basic Mathematics for Business”.
- Applicants may be exempted from the test in the English Language if they show valid evidence of proficiency in the English Language in any of the following: TOFEL (IBT 79 or PBT 550), IELTS (6.0), FCE (60%), or an equivalent.
- Applicants transferred from similar programs shall be exempted from placement tests provided that their Course Equalization and Credit Transfer show that they have passed similar tests or studied courses similar to the preparatory courses at GU, otherwise they shall sit for relevant placement test(s).
- All Applicants are required to go through an interview conducted by the Admission Committee.

Careers:

- The program prepares students to enter the profession of HRM or to pursue higher studies. The graduates are eligible for the following career opportunities: Human Resources Specialist/Officer, Recruiter, Training and Development Coordinator, Payroll Specialist, Human Resources Coordinator, Performance Management Specialist.
- Graduates can also pursue higher studies in this specialization.

b) Bachelor in accounting and finance

Degree Facts:

- Students will gain a solid ground in accounting and financial skills at the theoretical and practical levels.
- Student will gain a general overview of accounting and financial planning, financial transactions, financial strategies, budgets, auditing, cost, and managerial accounting concepts that help build their public speaking, financial feasibility presentations, and analytic skills.
- The program is 4 years in length.
- The number of credit hours required to graduate is 130.
- Accredited by international professional bodies such as ACCA (Association of Chartered Certified Accountants) and ICMA (Institute of Management Accountant).
- Placed on Bahrain National Qualification Framework (NQF) level 8.
- Obtained full confidence in Academic Program Review conducted by The Education and Training Quality Authority (BQA).

Entry Requirements:

- Secondary school certificate or the certificate of an institute after the high-school, or its equivalence.
- Applicants with a GPA equal to or greater than 60% must sit for and pass placement tests, and if they fail any placement test, they have to enroll in relevant preparatory courses,
- All Applicants with a GPA less than 60% shall directly enroll in the preparatory courses relevant to the Program.
- All Applicants with high school certificates in Art Stream, regardless of their GPA, are exempted from placement tests in "Mathematics for Business" and shall be enrolled in the preparatory course "MTH014 Basic Mathematics for Business".
- Applicants may be exempted from the test in the English Language if they show valid evidence of proficiency in the English Language in any of the following: TOFEL (IBT 79 or PBT 550), IELTS (6.0), FCE (60%), or an equivalent.
- Applicants transferred from similar programs shall be exempted from placement tests provided that their Course Equalization and Credit Transfer show that they have passed similar tests or studied courses similar to the preparatory courses at GU, otherwise they shall sit for relevant placement test(s).
- All Applicants are required to go through an interview conducted by the Admission Committee.

Careers:

- The program prepares students to enter the profession of accounting & finance in private and public sectors or to pursue higher studies. The graduates are eligible for the following career opportunities in the field of accounting & finance: Accountant, Bookkeeper, Financial Analyst, Auditor, Tax Consultant, Forensic Accountant, Budget Analyst, Investment Banker, and Stockbroker.
- Graduates can also pursue other professional accounting designations such as CFA, CPA, ACCA, and CIMA or equivalent.
- Graduates can also pursue higher studies in this specialization.



7.2 college of engineering

The College of Engineering offers the following bachelor programs:

- Interior Design Engineering
- Electrical and Electronic Engineering
- Mechanical Engineering

All programs are delivered in English and the facts are as follows:

a) Bachelor in Interior Design Engineering

Degree Facts:

- The Bachelor in Interior Design Engineering program is unique since it integrates engineering knowledge and skills with design aspects, processes, and competencies. The program's interdisciplinary nature combines areas such as art, design, engineering, and technology related to the interior design of built environment.
- Students acquire a strong foundation in the basic principles and elements of design, drawing, and color in order to develop a nonverbal design language, visual logic, and fluency of expression.
- Students acquire critical thinking skills about design problems.
- Students develop dialogues between interior designers and architects through knowledge of architectural history, spatial relationships, organization methods and materials, construction codes and building systems.
- The program is 4 years in length.
- The number of credit hours required to graduate is 136.



- The Institution of Engineering and Technology (IET)-UK has granted international accreditation to the Interior Design Engineering Program.
- Interior Design Engineering Program is placed at level 8 based on Bahrain National Qualification Framework (NQF) standards.
- BIDE Obtained full confidence in Academic Program Review conducted by The Education and Training Quality Authority (BQA).

Entry Requirements:

- High-school certificates (Science, Industrial, and Commercial branches only), and applied Technical or Industrial Institutes certificates, with a GPA of no less than 60%.
- Applicants with a GPA equal to or greater than 60% must sit for and pass in placement tests, and if they fail, they have to enroll in relevant preparatory courses.
- Applicants with a GPA less than 60% shall directly enroll in preparatory courses relevant to the program.
- Applicants may be exempted from the test in the English Language if they show valid evidence of proficiency in the English Language in any of the following: TOFEL (IBT 79 or PBT 550), IELTS (6.0), FCE (60%), or an equivalent.
- Applicants transferred from similar programs shall be exempted from placement tests provided that their Course Equalization and Credit Transfer show that they have passed similar tests or studied courses similar to the preparatory courses at GU, otherwise they shall sit for relevant placement test(s).
- All Applicants are required to go through an interview conducted by the Admission Committee.

Careers:

The program prepares work-ready graduates with 21st century skills to be significant members of the engineering design team of interior design offices, architecture & construction firms, interior fit out & furniture production, and engineering consultation bureaus for building services. Career opportunities for Program Graduates:

- Interior and Spatial Design Engineer
- Furniture and Product Designer
- Production and Construction Consultant for Interior Design Projects
- Exhibition Designer
- Ambience Designer (Lighting, Acoustics, etc.)
- Space Planning and Project Consultant
- Professional in Building Information Modeling for Detailing and Project Management
- Building Services Engineering Consultant
- Graduates can also pursue higher studies in this specialization.



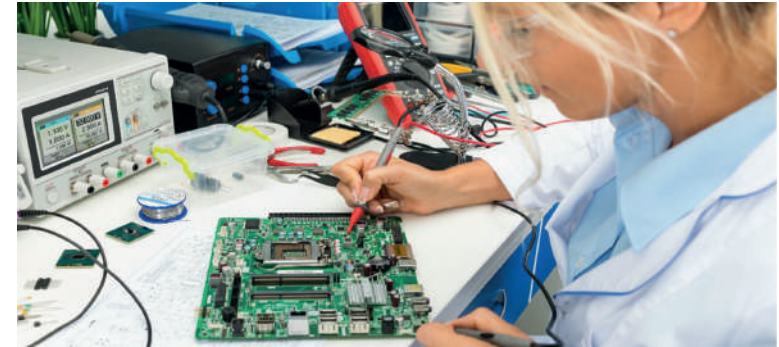
b) Bachelor in Electrical and Electronic Engineering

Degree Facts:

- Receive engineering degree from the University of Northampton while studying in Bahrain.
- Explore the opportunity to complete one or two semesters in the UK campus, University of Northampton.
- Get hands-on and experiential learning through state-of-the-art labs and workshops.
- Access learning resources of the University of Northampton and Gulf University while studying in Bahrain.
- Enrich the learning experience through highly qualified, experienced, and diverse faculty from both universities.
- Experience high-quality education in the UK system at affordable cost with scholarships up to 30% on course fees.
- National Partnership with reputed companies in the Kingdom of Bahrain, such as Bahrain Fab Lab.
- Obtaining membership with Professional bodies such as IEEE.



Entry Requirements:



- Applicant must have a high-school certificate or an equivalent, or a certificate from applied technical or industrial institutes or an equivalent, according to the regulations of the Ministry of Education in the Kingdom of Bahrain.
- The high-school certificates must be in one of the following branches-Science, Commercial, Industrial, with a GPA of no less than 60%.
- Applicants with GPA equal to or greater than 60% must sit for, and pass in placement tests, and if they fail, they must enrol in relevant preparatory courses, which are of (3) credit hours each.

The following are the placement tests for the Foundation Year of BEE and BME Programs and relevant preparatory course(s) to be enrolled in, if applicants fail in placement test(s): *Basic Engineering Mathematics, Basic Physics, Computer Skills, English Language Proficiency*

Careers:

The program creates opportunities for careers in a number of different sectors including manufacturing, pharmaceutical, automotive, aerospace, IT and telecommunications, energy and utilities.

The graduates are contributing to the following career opportunities in the field of Electrical & Electronic Engineering:

- CAD engineer
 - Signal Processing Engineer
 - Power Electronics Engineer
 - Aerospace engineer
 - Automotive engineer
 - Electrical/Electronic Design Engineer
 - Site engineer
 - Project engineer
 - control system engineer
 - solar/renewable Energy Engineer
 - Mechatronics Engineer
 - Quality assurance/quality control engineer
 - Power system engineer
 - Machine learning and programming
 - Engineering problem-solving and programming
 - Embedded Systems Engineer
 - Planning engineer
 - Production engineer
 - Telecommunications Engineer Engineering supervisor
 - Research and Development Engineer
- Our graduates are also encouraged to pursue postgraduate studies in Electrical & Electronic engineering or related fields.



c) Bachelor in Mechanical Engineering Degree Facts:



- Receive engineering degree from the University of Northampton while studying in Bahrain.
- Explore an opportunity to complete one or two semesters in the UK campus, University of Northampton.
- Get hands-on and experiential learning through state-of-the-art labs and workshops.
- Access learning resources from the University of Northampton and Gulf University while studying in Bahrain.
- Enrich the learning experience through highly qualified, experienced, and diverse faculty from both universities.
- Experience high-quality education of the UK system at affordable cost with scholarships up to 30% on course fees.
- National Partnership with reputed companies in the Kingdom of Bahrain, such as Bahrain Fab Lab.
- Obtaining membership from Professional bodies such as IEEE.

Entry Requirements:

- Applicant must have a high-school certificate or an equivalent, or a certificate from applied technical or industrial institutes or an equivalent, according to the regulations of the Ministry of Education in the Kingdom of Bahrain.
- The high-school certificates must be in one of the following branches-Science, Commercial, Industrial, with a GPA of no less than 60%.
- Applicants with GPA equal to or greater than 60% must sit for, and pass in placement tests, and if they fail, they must enroll in relevant preparatory courses, which are of (3) credit hours each.

The following are the placement tests for the Foundation Year of BEE and BME Programs and relevant preparatory course(s) to be enrolled in, if applicants fail in placement test(s): Basic Engineering Mathematics, *Basic Physics*, **Computer Skills**, *English Language Proficiency*



Careers:

The program creates opportunities for careers in a number of different sectors including the Aerospace industry, Automotive industry, Chemicals industry, Construction industry, Defence industry, Fast-moving consumer goods industry, Marine industry, Materials and metals industry, Oil and gas industry, pharmaceuticals industry, Power generation industry, Rail industry and Utilities industry.

The graduates are contributing to the following career opportunities in the field of Mechanical Engineering:

- CAD engineer
- Aerospace engineer
- Automotive engineer
- Mechanical design Engineer
- control system engineer
- solar/renewable Energy Engineer
- Mechatronics Engineer
- Thermal Engineer (HVAC)
- Manufacturing Engineer
- Site engineer
- Materials Engineer
- Project engineer
- Quality assurance/quality control engineer
- Planning Engineer
- Production Engineer
- Engineering supervisor
- Research and Development Engineer
- Our graduates are also encouraged to pursue postgraduate studies in Mechanical engineering or related fields.



7.3 College of Communication and Media Technologies

The College of Communication and Media Technologies offers the following programs:

- Bachelor in mass communication
- Bachelor in advertising and digital marketing
- Master in mass communication

The bachelor and master programs of mass communication are delivered in Arabic; However, the Advertising and Digital Marketing program is offered in English. Program facts are as follows:

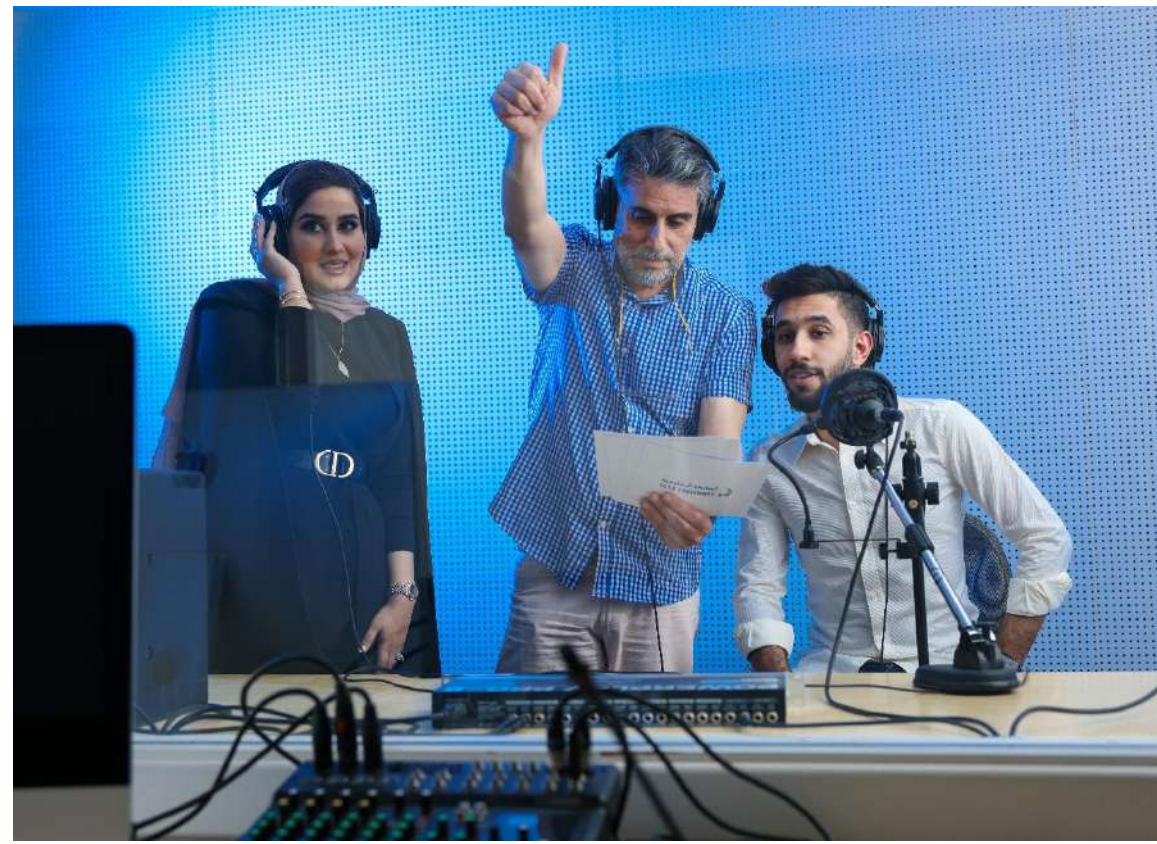
a) Bachelor in Mass Communications

Degree Facts:

- Students acquire knowledge in media production and communication theories, practice, and ethics.
- Students acquire writing skills necessary for media and communication.
- Students acquire knowledge and skills in advertisement and public relations management.
- Program is 4 years in length.
- The number of credit hours required to graduate is 130.
- The Mass Communication program is the only Arabic program outside the UK accredited by CIPR (Chartered Institute of Public Relations).
- program is placed at level 8 based on BQA standards, Bahrain National Qualification Framework (NQF).
- BMC Obtained full confidence in Academic Program Review conducted by The Education and Training Quality Authority (BQA).

Entry Requirements:

- Secondary school certificate or the certificate of an institute after the high-school, or its equivalence.
- Applicants with a GPA equal to or greater than %60 must sit for and pass placement tests, and if they fail in any placement test, they have to enroll in relevant preparatory courses.
- Applicants with a GPA equal to or greater than %60 must sit for a placement test in Mass Communication (out of 60 points) and must attend a specialized interview (out of 40 points). The marks scored by the Applicant in the placement test and interview shall be added together and a minimum total mark of %65 is required to enroll in the program courses. If the Applicant scores less than %65, s/he shall enroll in the Preparatory Course (COM012A Introduction to Mass Communications).
- All Applicants with a GPA less than %60 shall directly enroll in the preparatory courses relevant to the Program.



Careers:

The program aims to provide the graduate with the necessary knowledge in the field of media to meet the needs of the labor market of national cadres in Bahrain and the Gulf Cooperation Council countries in various areas of media, especially the following:

- Government and private companies and radio and television institutions (programmer – screenwriter – news editor – director – television cameraman – producer of short films – editor – presenter – reporter).
- Press institutions (news editor – press reporter – photojournalist – press director).
- Public relations departments in public and private institutions (public relations employee – a specialist in corporate communication management – event organizer).
- Media websites.
- News agencies.
- Advertising companies.
- Specialist in managing social media platforms.
- And other renewable media and public relations professions.



b) Bachelor in Advertising and Digital Marketing

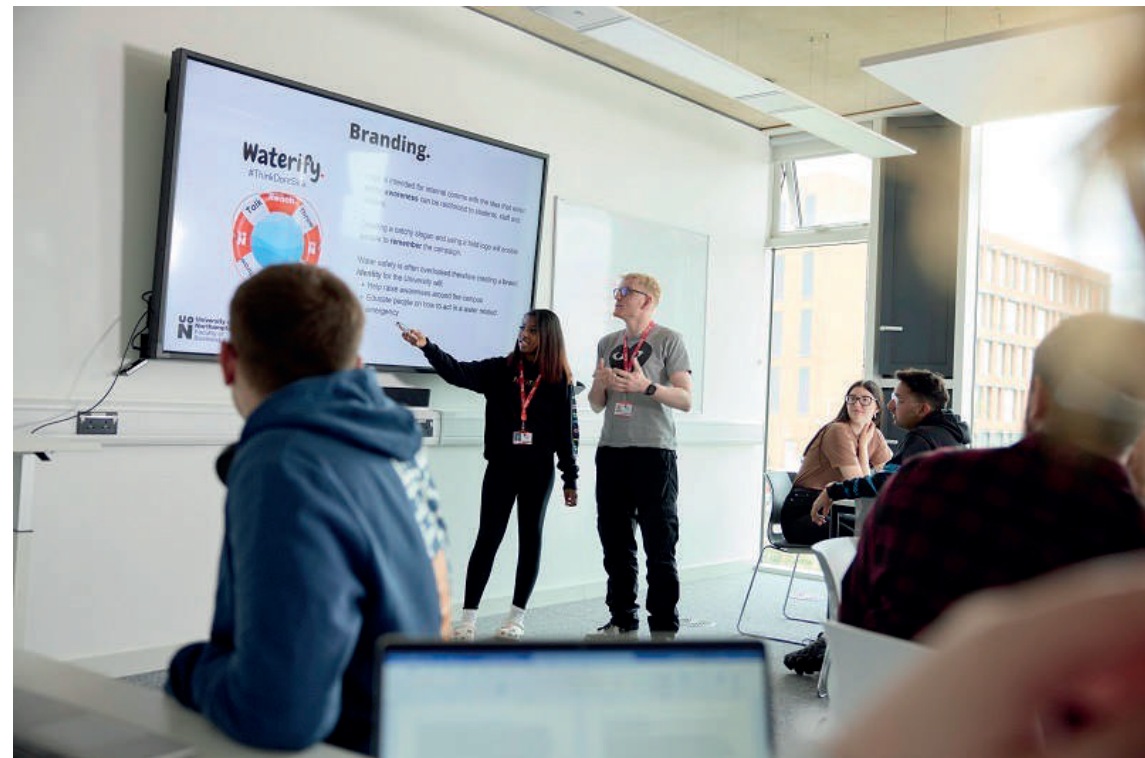
Degree Facts:

- Receive a bachelor degree from the University of Northampton while studying in Bahrain.
- Explore the opportunity to complete one or two semesters in the UK campus, University of Northampton.
- Get hands-on and experiential learning through state-of-the-art labs and workshops.
- Access learning resources of the University of Northampton and Gulf University while studying in Bahrain.
- Enrich the learning experience through highly qualified, experienced, and diverse faculty from both universities.
- Experience high-quality education in the UK system at affordable cost with scholarships up to 33% on course fees.
- Obtaining membership with Professional bodies such as DMI.

The Program is placed at level 8 based on Bahrain National Qualification Framework (NQF) standards.

Entry Requirements:

- The student must have a high school diploma or its equivalent and be recognized by the Ministry of Education in the Kingdom of Bahrain. The cumulative GPA should not be less than 60%. Otherwise, the student will be enrolled in a preparatory program that includes several courses.
- The student must have an acceptable score in any of the following:
TOEFL (500 PBT / 61 IBT)
IELTS (5.5), FCE (60%), or equivalent.
Otherwise, s/he must sit a placement test at Gulf University.
- For students who do not meet the English language requirements, they must successfully pass the English preparatory courses.
- The student must pass Computer Skills tests, otherwise, he/ she must register and pass the preparatory course.
- The student must pass the personal interview before the Admission Committee.
- The following are the placement tests for the Foundation Year of BADM Program and relevant preparatory course(s) to be enrolled in if applicants fail in placement test(s):
 - a. Computer Skills:
The pass mark for the Computer Skills test is 65%. If the Applicant scores less than 65%, s/he is required to enroll in the Preparatory Course (CS011 Computer Skills).
 - b. English Language Proficiency:
The pass mark for the English Language Proficiency test is 65%. If the Applicant scores 40% to less than 65%, s/he is required to enroll in the following Preparatory Course (ENG016 Foundation English 2). If the Applicant scores less than 40%, s/he is required to enroll in the following two Preparatory Courses (ENG015 Foundation English 1 and ENG016 Foundation English 2).
- iv. Applicants with a GPA below 60% shall directly enroll in a preparatory program before enrolling in any of the Core Courses of the Foundation Year Schedule.



careers:

The program aims to provide the graduate with the necessary knowledge in the field of media to meet the needs of the labor market of national cadres in Bahrain and the Gulf Cooperation Council countries in various areas of media, especially the following:

- Government and private companies and radio and television institutions (programmer – screenwriter – news editor – director – television cameraman – producer of short films – editor – presenter – reporter).
- Press institutions (news editor – press reporter – photojournalist – press director).
- Public relations departments in public and private institutions (public relations employee – a specialist in corporate communication management – event’s organizer).
- Media websites.
- News agencies.
- Advertising companies.
- Specialist in managing social media platforms.
- And other renewable media and public relations professions.



c) Master in Mass Communications

Degree Facts:

This program is designed to build a comprehensive understanding of contemporary media trends and strategies and pursue profession and research with ethics and cultural sensitivity. The program also attracts working professionals in the media sector to enhance their practical skills and create interactive media solutions in the digital era.

This program integrates in-depth knowledge with advanced practical skills, helping you apply your learning to real-life scenarios, which will pave the way to being a leader in your workplace. At the same time, it enables you to enhance and develop critical thinking and other transferable skills through exposure to different types of media, including, video, print, audio, digital, multimedia tools, web technologies, social media, and search engine analytics to connect with the target audience. Additionally, you will be introduced to a wide range of extracurricular activities, including field visits, guest speakers, off-campus workshops, educational trips, and student exchange.

Entry Requirements:

- The applicant must have a bachelor's degree in the same academic specialization or equivalent from a university recognized by the Higher Education Council in The Kingdom of Bahrain and a specialty qualifying for study in the program, with a CGPA not less than (2.67) out of (4.0) according to points system or the equivalent of other assessment systems (3.34 of 5.0, or 77%).
- The applicant who is admitted from outside the academic specialization must have at least three years of experience in the media and mass communication field (A certificate must be obtained from the employer confirming this).
- The applicant who is admitted from outside the media specialization must study three preparatory courses with nine credit hours to increase the understanding level of media discipline; those hours will not be counted within the credit hours to graduate students from the program.
- The applicant who admits from outside the media academic specialization and doesn't have experience in the media and mass communication field, must study five preparatory courses with 15 credit hours to increase the level of scientific specialization; and Professional experience in all kinds of media production. Those hours will not be counted in the total program hours.
- The student must complete the study of the preparatory courses no later than the end of the second semester of joining the program; otherwise, the student will be dismissed from the program.
- Students can't start to study the specialized courses of the program without completing the Preparatory courses.
- In case of failure to pass one of the preparatory courses, the student must re-test one time only.
- The applicant must have a certificate of English language examination to a specific degree according to the TOEFL "Paper-Based Test" (PBT) 525 and "International English Language Testing System" (IELTS) 6.0 (with a minimum of 6.0 in writing, and 5.5 in all other sub-skills), or first "Cambridge English" (FCE) 60%.



careers:

Career Opportunities of the Master in Mass Communication Graduates include:

- Academic member in the media fields.
- Researcher in the various media fields.
- Communications Consultant in both governmental and private institutions.
- Leader in managerial positions in various media organizations.



7.4 College of Law

The College of Law offers a Bachelor in Law program in Arabic. Program facts are as follows:

a) *Bachelor in Law*

Degree Facts:

The Bachelor in Law program is designed with a new direction, philosophy, learning outcomes, curriculum and teaching and learning methods. The program is considered unique and distinguished from other law programs offered in Bahrain and the region because it introduces three different tracks: business, information technology and real estate, all while reflecting contemporary issues and global paradigm shifts. It responds to the dynamic labor market needs which no longer requires traditional law graduates. Industries now seek to hire legal professionals who can conduct, organize, and manage legal transactions related to information technology, business and real estate sectors, which has evolved drastically. The practical nature of the program provides an opportunity to gain hands on experience and stay actively engaged with classmates and legal professionals.





Entry Requirements:

- Applicants must have a high school diploma or its equivalent in accordance to the regulations of the Ministry of Education in the Kingdom of Bahrain.
- Applicants must have a GPA of 60% or above in high school.
- Applicants with a cumulative GPA equal or greater than 60% must pass the placement tests, otherwise they will enroll in the relevant preparatory courses as follows:
- When registering for the preparatory course(s), students are not allowed to register for the program's courses, but they are allowed to register for the university's general courses (provided that there are no prerequisites for such courses). After passing the preparatory courses, students can register for the program's courses.
- All preparatory courses count for (3) credit hours
- Applicants must attend interview (out of 50 points) conducted by at least two law program faculty members. The interview consists of structured questions aimed at knowing the students' legal studies' aspirations, perceptions towards ethics, fairness and justice and the necessary basic communication skills for the legal education. A minimum of 65% is required in the interview to enter the program's courses. If the applicant's score is less than 65%, then the applicant must be registered in the preparatory course (LAW012A Introduction to Legal Studies).
- Applicants will take the placement test and in case of failure they will be registered in the relevant preparatory course(s) as shown below:
- Arabic language skills: The passing score for the Arabic language proficiency test is 65%. If the applicant's score is less than 65%, he/she must register in the preparatory course (Basics of Arabic Language Skills) ARB011.
- Computer skills: The passing score for the computer skills placement test is 65%. If the applicant's score is less than 65%, he/she must enroll in the preparatory course (computer skills CS011).
- English language skills: The passing score for the English language proficiency test is 65%. If the applicant obtains a score from 40% to less than 65%, he/she must enroll in the next Preparatory Course (Foundation English 2) (ENG016 Foundation English 2).

Careers:

The Bachelor in Law program is designed to prepare work-ready graduates with the skills needed in the twenty-first century. Graduates are expected to join the following positions

- Lawyer
- Financial Legal Advisor
- Real Estate Legal Advisor
- IT Legal Advisor
- Legal Advisor in Business
- A legal mediator in matters of information technology/ real estate/and business.
- Arbitrator
- Legal analyst
- Prosecutor
- Financial Legal Services Consultant/Advisor
- Electronic Investigations Officer

The specialized nature of the program provides broader career options for law graduates in the fields of financial services, marketing, human resources, and real estate development. Therefore, career opportunities will not be narrow in the field of law and legal affairs only but will expand to include other institutions and sectors



8.

general
information

8.1 campus directory

Management		
President	Prof. Mohamad Alfiras	400
Vice President	Dr. Hesham Elmarsafawy	410
COO	Dr. Zuhair AlAni	411
Manager of President Office	Ms. Marian Abdulla	401
President Secretary	Ms. Rula Ali	402

College of Engineering		
Dean	Dr. O sama AlRawi	100
College Coordinator	Ms. Marian Emad	101
Head of Interior Design Program	Dr. Aseel AbdulSalam	102
Faculty Member	Dr. Omar Bibeck	103
Faculty Member	Prof. Mouayed Aziz	104
Head of Electrical & Electronic Eng. Pro.	Dr. Walid ElFezz	105
Head of Mechanical Engineering	Dr. Oula Fata	106

College of Communication & Media Technologies		
College of Comm. & Media Technologies	Dr. Sherif Badran	200
College Coordinator	Ms. Fatema Albanna	201
Head of Mass Comm. Department	Dr. Naglaa ElGammal	202

College of Law		
Dean	Prof. Firas Mohammed	300
College Coordinator	Ms. Wadeaa Alaradi	301

College of Administrative & Financial Sciences		
Dean	AFS College	500
College Coordinator	Ms. Fatima Yusuf	501
Head of Human Resources Program	Dr. Mahmoud AlZgool	502
Head of Accounting & Finance Program	Dr. Mujeeb Saif	503
Chair of Research Council	Dr. Tamer AlBadash	504
HRM Faculty Members	Hall 1	505
HRM Faculty Members	Hall 2	428

Library		
Library	Ms. Danoleene Tugade	404
Library Reception	Mr. Yousef Alshaiikh	405

Quality Assurance & Development Center	
Dr. Rumpa Roy	430
Mr. Mohd Akbar	431
Ms. Fahema Ali	432
Dr. Tanvir Hussein	433
Ms. Shereen Murad	434

Admissions & Registration Unit	
Ms. Baraa Alsamara'i	420
Ms. Lana Nayef	421
Mr. Thamer Kadhim	422
Ms. Rabab Alzenji	424
Ms. Zainab Ahmed	425

Finance Department	
Ms. Bayan Nooh	415
Mr. Syed Sageer	416
Ms. Mohd Alaradi	419

Public Relations Department	
Ms. Fatema Almajed	440

Student Services Unit	
Mr. Abdulla Emad	311
Ms. Wafaa Alsuwaidi	312
Mr. Ali Abdulla	313

Facilities Management Department	
Mr. Mohd Alshaiikh	315
Mr. Ishaq Albasri	316
Mr. Siraj Mammy	317

Human Resources Department	
Mr. Mohammed Alsaati	357
Mr. Noor Marshad	356

IT Department	
Mr. Ali Mansoor	123
IT Helpdesk - Husain Alsaffar	111
Mr. Mohd Kolachi	112
Ms. Zainab Albasri	113

Other Numbers	
Security	348
Nurse	350
Reception	345
Kenan Solo	304

7.2 emergency contacts

A) during work hours:

<i>Name</i>	<i>Department</i>	<i>Contact Number</i>
<i>Mr. Abdulla Emad</i>	<i>Student Services</i>	<i>3548 4050</i>
<i>Ishaq Abdulla Abdulaziz</i>	<i>Maintenance</i>	<i>3641 4200</i>
<i>Security Staff on duty</i>	<i>Security</i>	<i>3972 1827</i>

B) after work hours

<i>Designation</i>	<i>Contact Number</i>
<i>Security Staff on duty</i>	<i>+973 - 39721827</i>

C) emergency authorities

<i>Title</i>	<i>Tel. No.</i>
<i>Ambulance</i>	<i>999</i>
<i>Fire</i>	<i>999</i>
<i>Police</i>	<i>999</i>
<i>Accidents</i>	<i>199</i>



+973 17620092



info@gulfuniversity.edu.bh



[gulf_university](https://www.instagram.com/gulf_university)



+973 66727901



gulfuniversity.edu.bh/en/



[Gulf university](https://www.facebook.com/Gulf.university)