


Category	Educational Programs	Policy Number	ACA-PRO-101	 جامعة زايد ZAYED UNIVERSITY
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POLICY

Academic Degree Program Specifications

1. Purpose

The purpose of this policy is to specify the requirements of the academic degrees offered by Zayed University.

2. Scope of Application

This policy shall apply to all academic programs at Zayed University.

3. Definitions

Academic Program	A set of courses which together lead to an academic qualification.
Baccalaureate or Bachelor's Degree	An undergraduate academic program requiring four (4) or five (5) years of full-time study.
Concentration	A group of courses that represent a focus taken within the major field of study. The concentration is specified on the student's transcript but not on the degree certificate.
Major	The field of study in which a student specializes at the baccalaureate level. The major is specified on both the student's transcript and on the degree certificate.
Master's Degree	A graduate academic program requiring at least one (1) year of full-time study beyond the bachelor's degree.
Minor	A separate field of study in which a student has a secondary area of specialization requiring less course work than a major. The minor is specified on the student's transcript but not on the degree certificate.
Specialization	A group of courses that represent a focal area aligned to the major field of study. The specialization is specified on both the student's transcript and on the degree certificate.

4. Policy

4.1 The University Catalog provides the official requirements of duly approved academic programs, majors, concentrations, and minors offered each academic year.

4.2 Each degree program must have a program specification document that addresses the requirements of the Commission for Academic Accreditation; Middle States Commission on Higher Education; and, if applicable, its own discipline-specific accreditation body.

4.3 Each degree program must have a clearly articulated set of measurable program learning outcomes, aligned to the appropriate level of the National Qualifications Framework for the degree to be awarded, which describe the knowledge, skills, and aspects of competence students will be able to demonstrate upon graduation from the program.

4.4 Study Plan

4.4.1 All degree programs must have study plans specifying the recommended sequence of courses that students should take to graduate in a timely fashion.

4.4.2 Study plans must include all required degree components.

5. Undergraduate Programs

5.1 All baccalaureate degree programs require a minimum of 120 total credit hours.

5.2 All baccalaureate degree programs must incorporate a major consisting of at least 30 credit hours specified for that major and distinctive to the subject area.

5.3 If a baccalaureate degree program includes a concentration, the concentration will consist of at least 15 credit hours, but less than 30 credits hours, specified for that concentration and distinctive to the subject area.

5.4 If a baccalaureate degree program includes a specialization, the specialization will consist of at least 30 credit hours specified for that specialization and distinctive to the subject area.

5.5 Concentrations and specializations must have clearly articulated and measurable learning outcomes which complement the program learning outcomes of the degree program.

5.6 Unless otherwise dictated by professional accreditation requirements, all baccalaureate degree programs will include a general education component.

5.7 All baccalaureate degree program learning outcomes and concentration /specialization learning outcomes must be mapped to the Zayed University Learning Outcomes.

5.8 A minor comprises 12 to 18 credit hours of subject area courses from a separate field of study outside of the major or concentration of the student's baccalaureate degree program.

6. Graduate Programs

6.1 All master’s degree programs require a minimum of 30 total credit hours, at least 15 credit hours of which must be unique to the program (excluding thesis/dissertation credit).

6.2 A master’s degree requires a thesis of at least 6 and no more than 9 credit hours.

6.3 If a graduate degree program includes a concentration, the concentration will consist of at least 15 credit hours, and will include the thesis and at least 9 credit hours of other subject area courses.

7. Related Policies and Laws

ACA-PRO-102 Designation of Courses and Periods of Study
UNI-QAA-203 National Qualifications Framework Alignment
ACA-GRA-301 Research Thesis and Dissertation

8. Administration

This policy is administered by the Programs and Curricula Office.

9. Revision History

Date	Revision
17 May 2023	President’s Decision issued (PD#44 of 2023).
12 May 2023	Endorsed by the Executive Committee.
1 May 2023	Endorsed by the Academic Council subject to rewording the definitions of Concentration and Specialization in Section 3. Actions completed.
10 April 2023	Endorsed by the Provost’s Council.
16 March 2023	Endorsed by the Deans’ Council.
31 October 2022	New policy drafted.