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| Category | Undergraduate Admissions | Policy Number | ACA-ADM-101 |  جامعة زايد ZAYED UNIVERSITY |
| Distribution | External | Version | 13.0 | |
| Responsible Office | Provost | Policy Owner | Admissions | |
| Date Approved | 21 February 2024 | Effective Date | AY 2024-25 | |
| Date Last Reviewed | 5 February 2024 | Due Date for Next Review | 31 July 2025 | |

POLICY

Undergraduate Admission to Zayed University

1. Policy

This policy ensures that the undergraduate admissions process at Zayed University (“**University**”) is in line with government regulations and is conducted with integrity and fairness in a manner that upholds the standards and expectations of the University.

2. Scope of Application

This policy applies to the admission of all undergraduate students.

3. Definitions

| | |
|------------------------------|---|
| National Students | Students who have a U.A.E. passport and U.A.E. National Identity Certificate (U.A.E. Family Book) |
| Non-national Students | Students who do not have a U.A.E. passport and/or U.A.E. National Identity Certificate (U.A.E. Family Book) |

4. Policy

4.1 The University admits national and non-national students who meet the criteria for undergraduate admission.

4.2 The admissions process will be conducted in a manner that upholds the ethical standards of the University that include professionalism, respect, integrity, fairness, inclusion, and tolerance; and will ensure that no student applying to the University will be discriminated against.

4.3 The University will publish the admission requirements annually. All admission requirements will be no less rigorous than the requirements stipulated in the Ministry of Education (“**Ministry**”) guidelines and must be approved by the University Board of Trustees.

4.4 Applicants need to meet the minimum admission requirements for the degree program to which they wish to apply (see the appendix) in order to be considered

for a place at the University.

4.5 Admission to the University is competitive. An application for admission does not guarantee the applicant an offer of admission even if the applicant meets all the necessary admission requirements.

4.6 The Provost, or designee, retains the authority for final approval of regular undergraduate admissions to the University.

5. Guiding Principles

5.1 Secondary School Completion Requirement

5.1.1 Applicants must have completed 12 years of school or submit appropriate written documentation of equivalent education attainment from the Ministry.

5.1.2 Applicants need to provide evidence of their secondary school completion in line with the minimum admission requirements of the degree program to which they wish to apply (see the appendix).

5.1.3 All secondary school certificates and/or equivalent must be attested by the Ministry.

5.1.4 Secondary school graduation certificates obtained more than ten (10) years before the intended enrollment date at the University will not be considered for admission.

5.2 English Language Requirement

Applicants must provide evidence of their English language proficiency in line with the minimum admission requirements of the degree program to which they wish to apply (see the appendix).

5.3 Mathematics Requirement

Applicants must meet the minimum Mathematics score in line with the admission requirements of the degree program to which they wish to apply (see the appendix).

5.4 Other Requirements

Applicants must meet all other requirements in line with the admission requirements of the degree program to which they wish to apply (see the appendix).

6. Students of Determination

Applications from students of determination will be reviewed by the Student Accessibility Services Department. Admission will be granted based on the department's recommendations.

7. Priority Admissions for National Students

7.1 Priority 1

7.1.1 Applicants must have graduated secondary school no more than two (2) semesters prior to the date of their enrollment at the University to be

considered eligible for Priority 1 status.

- 7.1.2** Priority 1 applicants are eligible to receive federal funding for a maximum time period of 1.5 times the normal period required for the completion of their degree program, e.g., six years for a four-year program (MOE Federal HEI Financing System 2022).

7.2 Priority 2 and Priority 3

- 7.2.1** Applicants who have exceeded the one-year limit mentioned in 7.1.1 will be considered either Priority 2 (graduated secondary school between one (1) and three (3) years prior to their admission to the University) or Priority 3 (graduated secondary school more than three (3) years prior to their admission to the University).
- 7.2.2** Admission for Priority 2 and 3 applicants is dependent on the availability of seats in the degree program to which they wish to apply.
- 7.2.3** Priority 2 and 3 applicants may not be eligible to receive federal funding, so they may be required to pay tuition fees at the rate of AED 2500 per credit hour (MOE Federal HEI Financing System 2022).

8. Readmissions and Transfer Admissions

Readmissions and transfer admissions must be managed in accordance with the relevant University policy.

9. Students Seeking a Second Degree

Any student who has graduated from an accredited institution of higher education may apply to take a second degree but not a minor.

- 9.1** Applicants need to provide evidence of their English language proficiency in line with the minimum admission requirements of the degree program to which they wish to apply (see appendix).
- 9.2** Bachelor's degrees earned more than ten (10) years before the intended enrollment date at the University will not be considered for admission.
- 9.3** Admission is dependent on the availability of seats in the degree program to which the applicant wishes to apply.
- 9.4** Students seeking a second degree must pay AED 2500 per credit hour.

10. Related Policies and Laws

- MOE Federal HEI Financing System 2022
- ACA-ADM-102 Advanced Placement
- ACA-ADM-103 Transfer Admissions and Transfer Credits
- ACA-ADM-104 Readmission to Zayed University
- ACA-ADM-201 Undergraduate Tuition Fees
- ACA-PRO-202 Recognition of Prior Learning
- ACA-STS-401 Students with Disabilities

11. Administration

This policy is administered by the Admissions team.

12. Revision History

| Date | Revision |
|-------------------|--|
| 21 February 2024 | Approved by the Board of Trustees (v.13.0). |
| 5 February 2024 | Updated the admission requirements appendix. |
| 30 January 2024 | Policy text endorsed by the Academic Committee. |
| 17 January 2024 | Revised in preparation for AY 2024-25: <ul style="list-style-type: none">• Added an ethical statement about non-discrimination (4.2).• Added University Board of Trustees approval of admission requirements (4.3).• Added Provost, or designee, approval for student admissions (4.6).• Moved information about secondary school completion requirement from the Procedures (5.1.1 & 5.1.3).• Replaced Interview Requirement with Other Requirements (5.4).• Added Priority Admissions for National Students (7).• Added references to other admissions related policies (8).• Added admission is dependent on availability of seats for students seeking a second degree (9.3).• Added admission requirements for AY 2024-25 (appendix).• With the approval of this policy, the procedures will be retired as they will be redundant. |
| 18 January 2023 | Administrative change: <ul style="list-style-type: none">• Updated the information header and policy numbers to be in line with the new format.• Updated the policy number from ACA-REG-01 to ACA-ADM-101. |
| 28 April 2022 | Approved by the Provost (v.12.1) |
| 23 March 2022 | Updated to be in line with UC-approved admission requirements. |
| 28 September 2021 | President's Decision issued (PD#54 of 2021) (v.12.0). |
| 4 October 2020 | President's Decree issued (PD#90 of 2020) (v.11.0). |
| 16 December 2019 | Approved by the University Council (PD#57 of 2019) (v.10.0). |
| 11 June 2019 | Approved by the President (PD#17 of 2019) (v.9.0). |
| 12 March 2018 | Approved by the University Council (v.8.0). |
| 20 December 2017 | Approved by University Council (PD#46 of 2017) (v.7.0). |
| 23 May 2017 | President's Decree issued (PD#19 of 2017) (v.6.0). |
| 27 March 2012 | Policy approved (v.5.0). |
| 13 June 2010 | Policy approved (v.4.0). |
| 5 August 2009 | Policy approved (v.3.0). |
| 17 March 2007 | Policy approved (v.2.0). |
| 1 October 2000 | New policy approved (v.1.0). |

Attachments

- Appendix: Undergraduate Admission Requirements

UNDERGRADUATE ADMISSION REQUIREMENTS
(From AY 2024-25)



| Degree Program | Secondary School | English | Mathematics | Others |
|-----------------------------------|--|--|---|---|
| BFA Animation Design | <p style="text-align: center;">UAE Elite and Advanced; 70% General and Applied: 80%</p> <p style="text-align: center;">American Pass 5 subjects with a minimum total average of 80% (excluding Arabic and Islamic Studies)</p> <p style="text-align: center;">British 3 A-Levels with a grade of “C” or higher (excluding Arabic and Islamic Studies)</p> <p style="text-align: center;">International Baccalaureate IB Diploma with a minimum of 24 points</p> <p style="text-align: center;">Other Curricula 80% or equivalent</p> | <p style="text-align: center;">EmSAT 1250 or IELTS 5.5 or TOEFL iBT 71</p> | <p style="text-align: center;">EmSAT 500 or SAT 450</p> | <p style="text-align: center;">Portfolio</p> |
| BFA Graphic Design | | | | |
| BFA Interior Design | | | | |
| BFA Visual Arts | | | | |
| BS Multimedia Design | | | | |
| BS Business Transformation | <p style="text-align: center;">EmSAT 750 or SAT 535</p> | <p style="text-align: center;">EmSAT 600 or SAT 485</p> | <p style="text-align: center;">N/A</p> | |
| BS Social Innovation | | | | |
| BS Computational Systems | | | | <p style="text-align: center;">EmSAT 900 or SAT 590</p> |

| Degree Program | Secondary School | English | Mathematics | Others |
|---|--|--|---|--|
| BS Marketing & Entrepreneurship | <p style="text-align: center;">UAE Elite and Advanced; 70% General and Applied: 80%</p> <p style="text-align: center;">American Pass 5 subjects with a minimum total average of 80% (excluding Arabic and Islamic Studies)</p> <p style="text-align: center;">British 3 A-Levels with a grade of “C” or higher (excluding Arabic and Islamic Studies)</p> <p style="text-align: center;">International Baccalaureate IB Diploma with a minimum of 24 points</p> <p style="text-align: center;">Other Curricula 80% or equivalent</p> | <p style="text-align: center;">EmSAT 1250 or IELTS 5.5 or TOEFL iBT 71</p> | <p style="text-align: center;">EmSAT 600 or SAT 485</p> | <p style="text-align: center;">N/A</p> |
| BS Finance | | | | |
| BS Accounting | | | | |
| BS Information Technology | | | <p style="text-align: center;">EmSAT 700 or SAT 520</p> | <p style="text-align: center;">One (1) Science Subject (Physics or Chemistry or Biology) EmSAT 700 or HS subject score 80%</p> |
| BS Information Systems & Technology Management | | | | |
| BS Environmental Science & Sustainability | | | | |
| BS Public Health & Nutrition | | | | |

| Degree Program | Secondary School | English | Mathematics | Others |
|--|---|--|--|---------------|
| BS Psychology | <p>UAE Elite and Advanced; 70% General and Applied: 80%</p> | | <p>EmSAT 1250 or IELTS 5.5 or TOEFL iBT 71</p> <p>EmSAT 500 or SAT 450</p> | N/A |
| BA International Studies | <p>American Pass 5 subjects with a minimum total average of 80% (excluding Arabic and Islamic Studies)</p> | | | |
| BS Communication & Media Sciences | <p>British 3 A-Levels with a grade of “C” or higher (excluding Arabic and Islamic Studies)</p> | | | |
| Bachelor of Architecture | <p>International Baccalaureate IB Diploma with a minimum of 24 points</p> <p>Other Curricula 80% or equivalent</p> | <p>EmSAT 1400 or IELTS 6.0 or TOEFL iBT 79</p> | | Portfolio |