

3.c. Undergraduate Completion Requirements

Subject	Educational Programs	Effective From	Sep - 2011
Policy #	3.c.	Latest Revision	Feb - 2025
Title of The Policy	Undergraduate Completion Requirements	Next Review	Dec - 2025
Responsible Entity	Colleges Councils	Policy Pages	2
Definitions	Graduate: Student who successfully completes all the requirement of the degree. AAU: Al Ain University		
Purpose	Graduating students in accordance with the regulations of the United Arab Emirates Ministry of Education.		
Scope	AAU Students		
Statement	A student obtains his/her degree after fulfilling the following requirements: • The student has passed all the required and relevant courses according to the approved Study Plan; • The student has achieved a CGPA of no less than 2.0; • The student has not exceeded the maximum number of years for graduation stated in these regulations; • The student has spent the minimum study duration and time in learning for the degree; • The student must be registered at AAU during his/her graduation semester; • A student is permitted to enroll in non-credit remedial courses only for a specified period of time, after which a successful student may be fully admitted to a credit-bearing program, and an unsuccessful student who has not completed the courses will leave the institution as per the following specifications: ◦ The student enrolls in the remedial course for one semester and no less than (15) weeks, with no less than (45) academic hours. ◦ The student must pass the remedial course with a grade of no less than (2) out of (4) and with a grade of at least (70%), otherwise the student will be dismissed from the academic program. ◦ Remedial courses are non-credit courses and do not count toward the requirements of an academic qualification. Hence, their grades are not calculated in the student's cumulative average		
Procedures	• Checking student's transcripts to ensure that they have finished all the degree graduation requirements. • Send the transcripts to relevant colleges for the final check-up and to issue graduation decisions. • Hold the University council, headed by president of the university. • Confirm academic transcripts of all the students who are expected to graduate in the University council, to be transferred to general registrar in order to carry on their graduation procedure on the registration system. • Preparing the smart chip with the students' details as required by certificate attesting		

	department in UAE Ministry of education. • Preparing students files in PDF format and uploading them on UAE Ministry of Education in order to facilitate graduate attestation procedure there.
Recent Changes	February 2025 Updated as per the regular review of AAU Policies. The update includes updating the Purpose section