

3.c. Undergraduate Completion Requirements

Subject	Educational Programs	Effective From	Sep - 2011
Policy #	3.c.	Latest Revision	Dec - 2023
Title of The Policy	Undergraduate Completion Requirements	Next Review	Dec - 2024
Responsible Entity	Colleges Councils	Policy Pages	1
Definitions	Graduate: Student who successfully accomplish all the requirement of the degree. AAU: Al Ain University		
Purpose	Graduating students according to United Arab Emirates Ministry of Education.		
Scope	AAU Students		
Statement	<p>A student obtains his/her degree after fulfilling the following requirements:</p> <ul style="list-style-type: none"> • 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; 		
Procedures	<ul style="list-style-type: none"> • 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	No Changes as the policy is comprehensive		