Master's Student Handbook

2024-2025
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Message from the Chancellor

Dear Students,

A warm welcome to all of you who have walked through the portals of Emirates Aviation University as a new student or a continuing one.

The year ahead promises to be an exciting one for you as a scholar, and as a part of the Emirates success story and the exciting developments in Dubai as well as the region.

The University has many new initiatives on the 'whiteboard', designed to make the courses more interesting and interactive. The icing on the cake of course is that the University is licensed and the programmes are accredited by the Ministry of Education in the UAE.

Emirates and Dubai are symbols of supreme success against all odds and are fast becoming global icons. The extraordinary changes wrought by the travel industry in Dubai opens up a world of career opportunities for you, which is why the University has carefully designed its aviation programmes to equip you with the necessary academic underpinning and management skills.

We hope the success of Emirates and Dubai will rub off on our student community and I look forward to hearing of your many triumphs in the coming years.

All the very best.

H.H. Sheikh Ahmed Bin Saeed Al Maktoum
Chancellor
Emirates Aviation University

Message from the Vice-Chancellor

It is with great pleasure that I welcome you to Emirates Aviation University (EAU). The University has made significant progress over the past years and we are very proud of our mission of excellence and strong commitment to the success of our students. Our faculty and staff are well-qualified, experienced, and dedicated to help you achieve your academic goals. Your education at EAU is an investment that will provide a lifetime of value and enable you to fully develop your potential.

All postgraduate programmes offered by the University have been prepared to ensure your technological competence and enhance your generic skills that are highly demanded in today's job market. In addition, the University offers many extracurricular opportunities to promote your continued growth and development.

This Handbook will provide you information about the postgraduate programmes, admission and registration regulations, and various services offered by the University. If you have any questions, do not hesitate to contact us.

I hope that you will take full advantage of the opportunities offered by the University for your personal, intellectual, and professional growth. On our side, you will always find us ready to serve your needs in any way we can.

Professor Dr Ahmad Al Ali
Vice-Chancellor
Emirates Aviation University

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We are delighted to welcome you to Emirates Aviation University as you begin your postgraduate journey in one of our Master's programmes.

This handbook has been designed specifically for Master's students and provides essential information and guidance to support you throughout your studies. Please note that students enrolled in the Doctor of Philosophy (PhD) programme should refer to the separate PhD manual for relevant information.

In addition to this resource, our dedicated faculty and staff are here to offer advice and assistance to help you make the most of your time at EAU.

We wish you every success in your academic journey and hope that your experience at Emirates Aviation University contributes meaningfully to your personal and professional goals.

1. Student Rights and Responsibilities

Emirates Aviation University (EAU) is a community of individuals living, working and studying together with the aim of creating the ideal conditions for learning and sharing of knowledge. Each individual should show mutual respect and responsibility to flourish and grow in this environment. Therefore, every student at EAU has a duty towards knowing and understanding the rules and regulations of the University. Students are expected to familiarise themselves with the University's rules and regulations, as lack of awareness will not be accepted as an excuse for non-compliance. Please refer to the University Catalogue for details of students' rights and responsibilities.

1.1. Student Rights

1. Each member of EAU has academic freedom, personal rights and liberties. The University treats every member with due fairness.

2. Admission to the University, as well as access to its services, facilities, and activities, is open to all students regardless of race, gender, or national origin.

3. The freedom of students to learn and to evaluate ideas and concepts is basic to the educational process.

4. Students are free to engage in discussion, express their views, and listen to a diversity of perspectives. Such expression of opinions and discussion must be accomplished without disrupting operations of the University.

5. Students have a right to be evaluated in courses solely on the basis of their performance in meeting appropriate academic criteria established for the course.

6. Students are free to form and join associations with other University students, provided such organisations are in conformity with the purpose of the University and conform to established University regulations and UAE laws.

7. In the administration of disciplinary measures, the accused student shall be accorded procedural fairness. In such situations, whether formal or informal, the fundamental principles of due process shall be recognised.

8. Students have the right to appeal and have their grievances heard.

1.2. Student Responsibilities

As part of the University community, each student enjoys social, cultural, and educational opportunities. They also agree to abide by the regulations and standards of conduct that govern the University community. Becoming a member of this community implies a positive responsibility toward the well-being of the entire community. Students at EAU are expected to fulfil the following responsibilities:

1. Students shall act in a civil and responsible manner that is supportive of the educational process. Disruption of the educational process by a student or group of students denies all other members of the University community their individual educational purposes.

2. Students shall accept responsibility for their actions and serve as positive role models for others.

3. Students shall abide by Dubai and UAE laws, as well as all applicable University rules and regulations, as required of all members of the University community.

4. Students shall support and contribute to advancing the mission of the University. They shall help promote an environment that is conducive to learning and nurture a sense of shared and mutual community responsibility.

5. Students are expected to uphold truth, honesty, and integrity in all their academic and personal conduct at the University.

6. Students are expected to maintain high moral standards and conduct themselves in a manner that respects the rights and dignity of others and reflects positively on the University community.

7. Students must recognise that their actions and values reflect upon the University community.

2. Master's Student Representative

Among the members of the Graduate/Faculty Council is the master's Student Representative, whose role is to represent the interests of master's students in the governance of their programmes. This role is a vibrant link between the University and the master's student community.

The representative is expected to be aware of common issues affecting master's students across all cohorts and to proactively bring relevant matters to the attention of the Graduate/Faculty Council. The representative is encouraged to attend at least one Graduate/Faculty Council meeting every six months, where possible.

2.1. Term of Office

The term of office for a master's student representative on the Graduate/Faculty Council is intended to span one academic year. Re-election is not generally expected.

2.2. Nomination Process

The process for selecting a student representative to serve on the Graduate/Faculty Council takes into account the staggered intake of postgraduate students across different programmes and cohorts. At suitable points during the academic year, the Registrar or Faculty Course Coordinator invites nominations from current master's student cohorts for a cohort representative.

Once nominations have been received, the applicable staff will coordinate with the nominated cohort representatives to agree on a single student representative to serve on behalf of all master's students on the Graduate/Faculty Council.

3. Student Organisations

EAU aims to create a healthy environment by providing the necessary resources to inspire students to be creative and to develop their skills and talents. Students with common interests are encouraged to form organisations—such as clubs, associations, or teams—under the umbrella of the Student Council.

Each student organisation must comply with the rules and regulations of the Student Council and be approved by the Student Affairs Officer to ensure alignment with EAU policies. A member of the Student Council will be assigned to each organisation to act as a liaison and supervisor. This member will attend council meetings of the organisation and ensure effective communication with the Council. The activities of all student organisations will be supported and monitored by the Student Services Office.

Each organisation may elect its own internal council to plan and organise activities. Organisations may also define their own policies and procedures, subject to approval by the Student Council and the Student Affairs Officer.

Recognition of any student organisation may be withdrawn by the Student Council or the Student Affairs Officer in the event of violations of university regulations or policies.

Professional, scientific, and academic associations with links to international or national organisations will operate under the jurisdiction of the relevant EAU Faculty. Approval for their establishment must be granted by the appropriate Faculty Council.

3.1. Clubs and Subgroups

Clubs and subgroups formed around shared interests or hobbies are a type of student organisation. They operate under the same general framework described above and are similarly linked to the Student Council through an assigned liaison member. Club activities are also guided by the Student Services Office.

4. EAU Learning Resource Centre

The EAU Library or the Learning Resource Centre (LRC) enriches the learning process by providing materials and resources to support the curriculum and the general information needs of students and faculty. In addition to books, professional magazines, and journals, the library provides on- and off-campus access to a wide range of online resources. It works in conjunction with the respective EAU Faculty to provide academic materials for all courses taught at EAU. The library offers a quiet study area, and students may borrow books and other learning resources for home use.

At the start of each new cohort and following registration, a library orientation is organised as part of the general new student induction session. During this session, students are briefed on the library's available resources and services, as well as its operational procedures, policies, and regulations.

4.1. Working Hours

The regular working hours of the Learning Resource Centre (LRC) are aligned with the University's academic calendar and hours of instruction. Opening hours vary depending on whether it is term time or a student break period.

Term Time Working Hours

(Applicable from September to December, and January to mid-May)

Day	Working Hours	Notes
Monday to Thursday	7:00 am – 7:00 pm	Regular semester hours
Friday	7:00 am – 3:00 pm	Subject to monitoring & adjustment if necessary
Saturday and Sunday	9:00 am – 2:00 pm	Only during exam weeks & for PG programmes

Break Period Working Hours

(Applicable during summer and winter holidays)

Day	Working Hours	Notes
Monday to Thursday	7:00 am – 3:30 pm	Reduced hours during student breaks
Friday	7:00 am – 3:00 pm	Subject to monitoring & adjustment if necessary
Saturday and Sunday	9:00 am – 2:00 pm	Only during exam weeks and for postgraduate programmes

Opening hours and any changes will be announced to students through EAU Moodle.

4.2. Print Resources

The Learning Resource Centre (LRC) is well stocked with essential books required for the curriculum. All books are catalogued in the Library Management System, Virtua. In addition to a print collection of 13,964 books, the EAU LRC provides access to 130,042 e-books through EBSCO and ProQuest.

The LRC also subscribes to a wide range of electronic journals to support academic research and study.

4.3. E-Resources

The following e-resources are subscribed to by the Learning Resource Centre (LRC) and can be accessed through EAU Moodle

Access Instructions:

> **Step 1:** Log in to EAU Moodle using your Windows ID and password provided by the IT department at the beginning of the semester.

> **Step 2:** Under the "Courses" section, you will find a Library Updates area containing all relevant information about Learning Resource Centre (LRC) services, including opening hours, catalogue access, and details of all subscribed e-resources.

	Name	Description
1	EBSCO E-books	A collection of 130,000 e-books in the fields of management, computer science, and related disciplines.
2	ProQuest Ebook Central	A customised collection of 29 e-books primarily in aeronautical engineering and aviation safety and security.
3	*Journal of Air Transport Management*	Online journal accessed via ScienceDirect.
4	*Journal of Propulsion and Power*	Online journal from the American Institute of Aeronautics and Astronautics (AIAA).
5	*Journal of Aircraft*	Online journal from the American Institute of Aeronautics and Astronautics (AIAA).
6	*Harvard Business Review*	Online access to Harvard Business Review, including full archives.

4.4. Access to Collection

The library provides easy access to the collection through Virtua, which is the library's automated management system. Books are classified according to the Dewey Decimal Classification System and catalogued in the system. Online Public Access Catalogue (OPAC) facilities are available, enabling students to search the collection by keyword, author, title, or subject, and to renew books online.

4.5. Borrowing

Any student who is registered and holds a valid student ID card may borrow resources from the library. Students may borrow up to three items at a time for a period of one week.

Reference materials are for in-library use only and cannot be borrowed.

4.6. Interlibrary Loan (ILL)/Document Delivery Service

The library has established Interlibrary Loan (ILL) and Document Delivery Services through agreements with local institutions, allowing journal articles to be acquired from both print and electronic sources. These agreements do not cover books.

Master's students can also make use of the interlibrary loan facility available to EAU learners. Guidelines on interlibrary loans can be found in Appendix B.

4.7. Code of Conduct for the Use of the Library

The users of the library must:

1. Present their University ID whenever requested by the library staff, as this is needed to borrow books and for identification purposes.

2. Maintain silence.

3. Abide by the regulations governing the use of services.

4. Take care of their money and valuables at all times, since the library is not responsible for loss or theft.

5. Take any material away only after they have been checked out at the Circulation (Loans) Desk.

6. Use library equipment carefully and follow instructions for use. They should seek assistance from library staff if necessary.

The users of the library must not:

1. Use any audio-visual equipment or mobile telephones without the consent of the library staff.

2. Bring food and drinks into the library.

3. Damage or deface material.

4. Misplace catalogued material, books, journals, etc.

5. Student Services and Facilities

At Emirates Aviation University, we believe that with determination, anything is possible. We hope that you will join us in a team-spirited endeavour to achieve great leaps in shaping the business environment of the future.

5.1. Learning Support Services

Learning support services are provided to students by the Faculties through dedicated workshops on areas such as effective learning, time management, study skills, research, referencing, and academic writing skills. In addition to these dedicated workshops, learning support is integrated into the curriculum via the learning, teaching, and assessment strategies. The EAU website includes a dedicated page with detailed information on the Learning and Development Centre.

5.2. Learning Management System (EAU Moodle)

EAU maintains a Moodle website for the benefit of its master's students (https://moodle.eau.ac.ae). The advantages of this platform include:

a) All module materials are posted on EAU Moodle two weeks prior to delivery

b) All students' grades are published on EAU Moodle

c) All handbooks, forms, and support materials are available on EAU Moodle

d) All assignments are submitted via EAU Moodle

Students are given access to EAU Moodle upon registration and are introduced to the system during the induction session.

5.3. Professional Counselling

EAU has made arrangements with the Emirates Psychology Department to provide psychometric evaluations and professional counselling to students requiring such services. The purpose of counselling is to help students appropriately handle the stresses and challenges they face in their academic and personal lives and to overcome emotional difficulties. It also helps enhance students' skills and attitudes in adapting to university life and making their experience at EAU satisfying and productive.

Students in need of counselling services can approach the Student Services Office (SSO) either directly or through their Programme Coordinators. The Student Affairs Officer at SSO will then refer these students to the Emirates Psychology Department for support. The staff at the Emirates Psychology Department are highly trained, experienced, and approachable. They provide valuable advice and guidance on a variety of concerns, including stress management, and coping with fear of failure, guilt, anger, or depression. Personal information discussed in counselling sessions is always kept confidential.

5.4. Academic Advising

Academic advising is the process by which students receive assistance in forming their educational goals and planning effective ways to achieve them. Advisors provide information, support, and guidance to students, while fostering a sense of responsibility in them to meet their academic and personal development goals.

At the postgraduate/master level, academic advising is primarily provided by the Programme Coordinator and, where appropriate, the Faculty Dean. These individuals support students in navigating their academic journey, selecting modules where applicable, managing academic progress, and addressing personal or professional challenges that may impact their studies.

EAU is committed to providing timely academic support and guidance to all students. The University promotes awareness of the importance of academic advising throughout each student's programme of study. All new students receive initial guidance from staff in the Admissions and Registration Office, where they also complete registration for their cohort. Students are informed that the Programme Coordinator is their primary academic advisor and main point of contact for ongoing support. In some cases, the Faculty Dean may also provide additional academic or pastoral guidance.

Note: It is the student's responsibility to ensure that all academic requirements for their degree are met. While academic advisors provide guidance and support, they are not accountable for a student's failure to meet University regulations or deadlines. *Not being informed by an advisor will not be accepted as a valid reason* for non-compliance. Any substitution, waiver, or exemption from academic requirements must be formally

approved by the Graduate/Faculty Council.

5.5. Career Counselling

Many graduate students find themselves at a crossroads in their professional journey and may feel uncertain about which career path to pursue. Career counselling provides valuable direction when students need guidance on the educational or professional steps that align with their individual strengths and aspirations.

Students may seek career advice from their Programme Coordinator and/or the Head of Business Development and Student Services.

Career counselling can help by:

1. Aligning your career choices with your long-term goals

2. Recognising your interests, skills, and abilities

3. Providing guidance on relevant educational and professional qualifications

4. Recommending suitable career paths

5. Supporting decision-making about future direction

6. Helping identify career options that match your passion and motivation

7. Assisting with job search planning and preparation

5.6. Career Development Programme

The main objective of the EAU Student Career Development Programme is to help students clarify their educational and career goals, acquire employment-seeking skills, and ultimately attain their desired employment. This is achieved through collaboration among students, faculty members, and University administrators, along with alumni, employers, and members of the wider community.

The Student Career Development Programme will:

1. Assist students in developing and clarifying their academic and career interests

2. Support students in implementing successful job search strategies

3. Collaborate with faculty, advisors, and administrators to integrate career planning with the academic curriculum and coordinate internship programmes

4. Assist employers in achieving their hiring goals

5. Coordinate with alumni to provide guidance and support to students

These goals are pursued by offering students a wide range of information on work opportunities and by organising activities involving both internal University stakeholders and members of the external community. Activities include workshops, seminars, lectures, exhibitions, orientation programmes, and industrial visits. Some of the key topics of interest

to students include:

1. Self-assessment
2. Job search strategies
3. Résumé assistance
4. Employer feedback from campus interviews
5. Practice interviews

EAU also offers students opportunities for on-campus employment, when available. These placements provide hands-on experience in various University departments and facilities, helping students develop their skills while studying and become familiar with the work environment.

The Career Development Programme is managed by the EAU Business Development and Student Services.

5.7. IT Facilities & Services

5.7.1. Computer Laboratories

EAU is committed to providing a learning environment in which students have access to the technological tools needed to successfully achieve their academic objectives. Hence, the University provides a number of computer labs serving different purposes. These are as follows:

1. **Teaching Computer Labs**

   These are reserved for teaching purposes: for any classes that require the use of computers as part of the curriculum.
   - **Users:** Student groups supervised by a member of staff
   - **Location:** Teaching Block, Ground Floor – Labs 2–5
   - **Timing:** As per lab schedule published at the beginning of each semester

2. **General Access Computer Labs**

   Open to all students on a first-come, first-use basis.
   - **Users:** All students
   - **Location:** Teaching Block, Ground Floor – Labs 1 & 6
   - **Timing:** Monday – Friday, 07:00 – 19:00

5.7.2. Student Access to IT Services

Students will receive a **user ID and password** upon completing course registration. These credentials can be used to access all IT hardware and services, including computers, the wireless network, email, the EAU Moodle learning platform, the library catalogue, and

printing services.

5.7.3. Wi-Fi Network

The Wi-Fi network is available across the campus under the student-specific wireless network name **"Students"**.

5.7.4. University Email Account & Productivity Tools

Each student is provided with a University-run Microsoft Office 365 account, which includes a 50 GB email account, a 1 TB OneDrive cloud storage account, the full suite of Microsoft Office Pro applications (Word, PowerPoint, Excel, etc.), and a range of connectivity and collaboration tools under the MS Office 365 suite.

Once a student's EAU email address has been issued following registration, all communication between the University and the student will take place via this email. The University will not send any communication to personal email accounts, and it is each student's responsibility to regularly check their EAU email.

Students are also required to use the OneDrive cloud storage solution to store and share all their files and data.

5.7.5. Student Smart ID Cards

All students are issued with a smart card to be used as their identification card for accessing campus facilities and the library. The smart card can also be used to operate the multifunction printing devices distributed across the campus.

5.7.6. Online Course Management System – EAU Moodle

All courses are facilitated through the University's online learning system, EAU Moodle, which is accessible at http://moodle.eau.ac.ae using students' University IT credentials.

EAU Moodle provides students with 24-hour access to course materials, as well as assignment submission through Turnitin. All University and department-wide news and announcements are posted on EAU Moodle. It is the responsibility of each student to check EAU Moodle daily.

5.7.7. Printing Services

EAU has deployed a networked printing service across the campus through a large number of multifunction devices (print, scan, and photocopy), which can be accessed using students' smart ID cards. Students can also operate the printing devices using a unique PIN code provided upon completion of the registration process.

The printing solution includes a cloud-based service that allows access to print jobs via http://print.eau.ac.ae, as well as a mobile-based application that enables students to print from their personal smart devices.

5.7.8. Computer Lab Rules

- Booting computers from removable media (CDs, DVDs, external drives, etc.) is not allowed.
- Students must not interfere with the original computer configuration or setup, including BIOS settings, the Windows operating system, files and directories, or hardware components.
- Students are not allowed to install any new software or hardware onto laboratory computers without the explicit approval of EAU IT and prior permission from their Programme Coordinator.
- Unauthorised copying of software or the use of illegally copied software on University hardware is a violation of UAE copyright law and is strictly forbidden. Such violations are taken very seriously.
- Students must respect the privacy of others by not accessing their files or emails.
- Students must promptly vacate workstations for scheduled classes or upon request by the Laboratory Supervisor.
- Computer games, videos, and music are strictly forbidden in the laboratory at all times, unless provided by the faculty for educational purposes.
- It is prohibited to show, view, copy, download, or scan pornographic materials in any form.
- Breaching the security of University software or hardware is strictly prohibited and will be treated as a serious offence.

5.7.9. Using the Internet

EAU provides students with unrestricted internet access via Wi-Fi or lab PCs throughout most of the campus, with the exception of certain labs where internet use is restricted to academic research purposes, such as in the library.

However, as internet users, students are fully responsible for their online activity. Breaches of privacy or copyright laws may result in legal or financial action being taken against the student.

The Information Technology (IT) Department provides computer-related services and support to students, faculty, and staff. Services include access to wireless and local area networks, online resources, and a range of instructional, technical, and administrative support. IT resources are available from 7:30 am to 8:00 pm.

Students are encouraged to use the available IT facilities at the University. However, access to and use of these facilities are subject to UAE laws and the regulations of the IT Department. Misuse of IT facilities may result in disciplinary sanctions. It is a violation of regulations to intentionally and without authorisation alter a computer's operating system, damage any hardware, or provide confidential information (including passwords) that enables unauthorised users to access the University network.

5.8. Recreational and Cultural Activities

The University encourages sporting activities to promote the health and well-being of

students. The EAU Student Services Office arranges various activities, including football, basketball, volleyball, tennis, badminton, table tennis, and billiards. Several sports teams, coached by qualified professionals, are formed, and the University teams participate in national competitions.

The University also encourages its students to organise social and cultural events, as well as to participate in events hosted by other institutions of higher education in the UAE. Social and cultural activities within the University foster a friendly and cooperative environment among students, administrative staff, and faculty. These events help strengthen ties between students and the wider community, while also providing opportunities to develop leadership and interpersonal skills.

5.9. Catering

Hot meals are available in the University Cafeteria, which is located on-campus, and serviced by Emirates Catering. A Costa Coffee Shop is also located on-campus, and there is a mini-market offering a range of items.

5.10.   Health Services

EAU has an on-campus First-Aid Centre to provide first-aid emergency services. For serious injuries or emergencies requiring hospital treatment, an ambulance will be called to transfer the student. The expenses for ambulance and hospital treatment are the student's responsibility.

5.11.   Prayer Rooms

Male and female prayer rooms are available on-campus.

5.12.   Alumni Relations

Emirates Aviation University has an Alumni Unit responsible for establishing, managing, and developing the alumni community at the University, including co-ordinating the production of alumni communication materials.

The unit maintains contact with EAU alumni, develops an alumni club, co-ordinates alumni activities, and specifically tracks the employment of graduates.

It also supports the identification and initiation of new contacts both locally and internationally (particularly in the GCC), and works to strengthen key relationships within the alumni community to maximise potential opportunities for the University.

The unit is also responsible for managing end-to-end alumni events, recommending improvements, and evaluating their success.

Alumni information is used for evaluating the effectiveness of EAU's programmes.

5.13. On-campus Student Accommodation Policy

<u>Emirates Aviation University Accommodation</u>

Emirates Aviation University is committed to providing students with high quality student accommodation that provides every student with a safe and well-maintained environment in which to reside and study. The UAE is a global capital for tolerance, and we welcome students from different cultures to live in an environment of openness and respect that promotes coexistence. The student accommodation at Emirates Aviation University was designed to establish a sense of student community coupled with responsible, independent and shared living. We hope you have an enjoyable stay with us.

Please refer any questions or problems concerning your stay to the EAU Accommodation Officer. They can be contacted as follows:
- 04 6050103 or
- 04 6050132
- eau.accommodation@emirates.com

<u>Access Cards</u>

1. Residents must not give their room access card to anyone.
2. Residents will be charged 250 AED to replace a lost access card.
3. Access cards must be returned at check-out.

<u>Check-in & Check-out Procedure</u>

1. Students are not permitted to check-in outside the designated check-in/check-out dates unless prior approval has been granted by the EAU Accommodation Officer:

Academic Year 2024/2025		
Semester	**Check-in Dates**	**Check-out Dates**
Fall Semester 2024	As specified in the academic calendar	28/12/2024
Spring Semester 2025	As specified in the academic calendar	13/05/2025

2. Check-in takes place from 7:00 am – 3.30 pm in the Student Accommodation.
3. Students may check-in after working hours and during weekends, however, this must be approved by the EAU Accommodation Officer prior to arrival.
4. Students must fill in the **"Interim Check-out Form"** if they wish to leave campus temporarily within their original booking period. The form is available with the accommodation security staff.
5. The Emirates Aviation University Security team is available 24/7 to assist with check-in.
6. At check-out, students must return their room access card and complete the check-out form.
7. Students who move out without following the official check-out procedure will be liable for the full cost of their accommodation.

8. Students will be charged daily for any extra day beyond their original booking if they fail to vacate their rooms, leave personal belongings behind, do not complete the check-out form, or do not return the room access card.

9. Rooms will be inspected prior to check-out. Any damage found will be charged to the student and must be settled directly with the Finance Office.

Refund Policy

1. Any student who cancels their accommodation booking at least one week prior to the start of the Semester for which they have paid is entitled to a 100% refund.

2. Any student who cancels their accommodation booking less than one week prior to the start of the Semester is entitled to a 75% refund.

3. Accommodation fees are non-refundable and non-transferable after the start of the Semester, unless the student's application for admission is not approved.

4. Other than the circumstances above, there will be no refund for early departure from the accommodation for any reason.

5. Students who are dismissed from Emirates Aviation University Student Accommodation due to a violation of Emirates Aviation University's Accommodation Policy are not entitled to a refund of accommodation fees.

Emergency

1. In case of emergency, contact:

Police	999
Ambulance	998
Fire Department	997
EAU Residence Security	Female: 04 6050219 Male: 04 6050220

2. For non-emergency incidents in the Student Accommodation, please contact the Emirates Aviation University security staff, who are on duty 24 hours a day, 7 days a week.

Guests and Visiting Hours

1. Visitors are not allowed inside the rooms except in the lobby area. However, mothers, fathers, brothers, and sisters are allowed inside the room until 10:00 pm.

2. Males are not allowed in the girls' section (only mothers and sisters are permitted until 10:00 pm).

3. Students may entertain guests of the same gender until 10:00 pm in the common areas on the ground floor.

4. Students are responsible for the behaviour of their guests and visitors. Any misconduct will be subject to disciplinary action and may result in expulsion from the accommodation.

5. Overnight guests are not permitted.

6. Residents are not permitted to sublet or allow anyone else to live in their rooms.

Health & Safety

1. Residents must ensure that communal areas including passageways and stairwells are kept clear at all times.

2. Students are prohibited from climbing out of windows, throwing objects or refuse from windows or entering the roof space.
3. Residents must not engage in any activity that could harm the health or safety of any resident or member of staff.

Substance Abuse and Disciplinary Measures

1. Smoking of Cigarettes, Shisha, E-cigarettes or any type of Tobacco is strictly prohibited in the rooms and inside the Student Accommodation.
2. Possession, use, sale, distribution, consumption of illegal drugs, controlled substances or residue of controlled substances is prohibited and will be immediately reported to Dubai Police.
3. Possession, consumption or distribution of alcoholic beverages is strictly prohibited on the premises including all Emirates Aviation University buildings and grounds.
4. Gambling - in any way, shape or form - is strictly prohibited in the UAE, in the rooms and inside the Student Accommodation.

Respect & Tolerance

1. All residents must be tolerant, considerate and respect each other and staff at all times.
2. The use of vulgar and abusive language, threatening or physical behaviour will not be tolerated.
3. Residents must respect the right of other students to study at all times.
4. Residents must have regard for others with respect to playing of music/ loud behaviour.
5. Students must not make disturbing noise between 11:00 p.m. and 7:00 a.m.
6. If you feel your own peace and quiet is being offended speak to the offending party in a reasonable manner. If you cannot resolve the matter contact Security and the EAU Accommodation Officer.

Room Inspections

1. Room inspections will normally be conducted when the resident is present.
2. Emirates Aviation University reserves the right to enter rooms in the interests of the health, safety and proper conduct of the residents, or to maintain or repair the premises.

Fire Prevention

1. Electrical devices such as cooking devices, irons etc. are not allowed inside the rooms.
2. Residents must not burn candles, incense sticks or use naked flames due to the risk of fire and sensitivity of the fire detector equipment.
3. Any resident detecting smoke or fire must first sound the fire alarm, and inform the Security Guards who will call the fire department.
4. In the event of a fire alarm, residents must evacuate the building and go directly to the designated Assembly Point.
5. It is the personal responsibility of every student to ensure they are familiar with the evacuation policy provided in every room.

Housekeeping

1. Residents are responsible for maintaining their rooms to a good level of cleanliness.
2. Nailing and drilling of any fittings to the walls, ceilings or any part of the room is strictly prohibited, as is graffiti.

3. Rubbish must be disposed of through the trash slot located on each floor.
4. General cleaning inside the room will be conducted by our cleaning team every Monday starting from 10:00 am. This is a compulsory routine to keep the building clean and hygienic.
5. Please keep your valuable items locked, as the cleaning team will not be responsible for any missing items from inside the room.
6. Pest control will be conducted once a month. Students will be notified in advance.

Internet

1. Wireless Internet connections are provided in the rooms and communal areas.

Laundry

1. There are two laundry rooms on each floor of the accommodation.
2. Laundry tokens can be obtained from the EAU Accommodation Officer based in the Student Services Offices located next to the Learning Resource Centre.
3. Washing of bed linen is the responsibility of each student.
4. Students are required to provide their own laundry detergent.

Maintenance

1. All maintenance and repairs issues must be reported immediately to the EAU Accommodation Officer for action.
2. A maintenance log book is provided in Reception to record maintenance and repair issues.
3. Our maintenance team will ensure all repairs are carried out as quickly as possible.

Meals

1. Meals are not included in the accommodation fees.
2. Students may purchase meals and snacks from the University Cafeteria, Costa, or mini supermarket located on campus.
3. On arrival, each student will be provided with a list of local supermarkets as well as delivery options.
4. Students can order meals online, food delivery is allowed to the reception area of the Student Accommodation.

Cooking facilities

1. Students are allowed to bring an electric rice cooker and an air fryer (with timers), and use them strictly inside the pantries. Security Guards will confiscate any device without a timer, which can be returned to students at final check-out.
2. Cooking inside the rooms is prohibited. However, students can cook their meals in the accommodation pantries located on the same floor as their rooms.

Personal Belongings

1. Each student is required to bring their own personal belongings, including bed linen, towels, crockery, detergents, personal hygiene items, etc.
2. Residents are responsible for their own valuables and should lock their rooms at all times.

Pets

1. Pets are not allowed in the Student Accommodation.

Sports Facilities

1. The swimming pool is free of charge for residents.
2. The swimming pool is monitored by a lifeguard. Students must adhere to the lifeguard's instructions and to the safety rules for using the swimming pool.
3. Residents can use the gyms located in the Student Accommodation free of charge (separate facilities for male and female students).
4. Mixed-gender use of the gyms is not allowed.
5. The swimming pool and gym opening hours are provided separately.

Parking

1. Residents may use the car parking slots located next to the Student Accommodation.
2. All vehicles must display a current Emirates Aviation University Student Permit. You can register for and collect your permit from the Security Staff at the main University Reception.
3. Students must park in compliance with the University parking requirements.

Students' Accommodation Policy Undertaking

I, the undersigned, acknowledge that I have read and understood the Emirates Aviation University Accommodation Policy and agree to comply with all conditions.

I further agree to respect and comply with the laws and regulations of the UAE. I understand that failure to do so will result in disciplinary action which could include a written warning, suspension or expulsion from the University Accommodation or from the University. Criminal or civil action is also a possibility.

I will not hold Emirates Aviation University liable for any personal injury, loss or damage to my property resulting from my failure to follow the above rules, regulations and laws.

Student Name: _____ Room no: _____

Mobile no: _____ Student Signature: _____

Date: _____

6. Proper Use of Institutional Facilities

Please refer to Section 9 for the code of conduct within the premises.

6.1. University Timings

Administration Working Hours:
- **Monday – Thursday:** 07:00 – 15:30 hrs
- **Friday:** 07:00 – 15:00 hrs

Class Timings:
- **Daytime Classes:** 09:00 – 19:00 hrs *(based on the student's schedule)*

Master's Programmes – Block Mode Delivery Format:

The following is a sample block delivery timetable for master's programmes:

Days	Session	Timing	Delivery hours
Day 1 Thursday	Inductions or Exams	08:00 – 11:00	Not counted
	Session 1	11:00 – 13:00	2
	Break	13:00 – 13:30	
	Session 2	13:30 – 14:30	1
	Break	14:30 – 15:00	
	Session 3	15:00 – 17:00	2
Total for Day 1			**5**
Day 2 Friday	Session 1	09:00 – 11:00	2
	Break	11:00 – 11:30	
	Session 2	11:30 – 12:30	1
	Prayer Break	12:30 – 14:00	
	Session 3	14:00 – 17:00	3
Total for Day 2			**6**
Days 3,4,5 Saturday Sunday Monday	Session 1	09:00 – 11:00	2
	Break	11:00 – 11:30	
	Session 2	11:30 – 13:30	2
	Break	13:30 – 14:30	
	Session 3	14:30 – 17:00	2.5
Total for Days 3,4,5			**6.5 * 3 = 19.5**
Overall Total			**30.5**

Additional Guidelines:

- Permission must be obtained from your Programme Coordinator to remain in the University outside normal timetabled hours.
- Timetables will be issued upon your arrival or sent to your university email address.
- Students can check their schedules on EAU Moodle at any time.
- Students are not permitted to enter any restricted areas unless accompanied by faculty, staff, or security personnel.

6.2. Student ID Card

A student ID card will be issued and is valid for the duration of the programme. Students should carry it with them at all times. A student ID is required to access EAU premises, facilities, and the car park.

6.3. Car Park

To access EAU parking, students must display a valid EAU Parking Sticker on their vehicles. Parking stickers are issued free of charge upon registration along with the student ID.

Students should note that stickers are updated every **September** and **February**, and are reissued through the Registrar's Office. It is the student's responsibility to ensure that a current, valid sticker is displayed on their vehicle at all times. Vehicles without a valid permit will not be allowed to use the parking facilities.

6.4. Textbooks, Stationery and Printing

Students are responsible for the cost of textbooks and stationery items. Printing quotas may be purchased from the Cashier to allow use of the printers available in the labs.

Students pay AED 20 (for 100 pages) to the Cashier located in the Administration Block. The Cashier will issue two copies of the receipt: a white copy for the student and a yellow copy for the IT Department as confirmation of payment.

The EAU IT team will then create a username and password for the student, with a maximum printing limit of 100 pages.

6.5. Student Publications

EAU encourages student publications, with appropriate support and guidance provided by the Student Services Office (SSO). The Student Council is authorised to publish a newsletter under the supervision of the Student Affairs Officer.

Students may also propose additional publications, which must be approved by the Student Affairs Officer. However, it is important to note that no published material may violate the rules and regulations of the University or the laws of Dubai and the UAE.
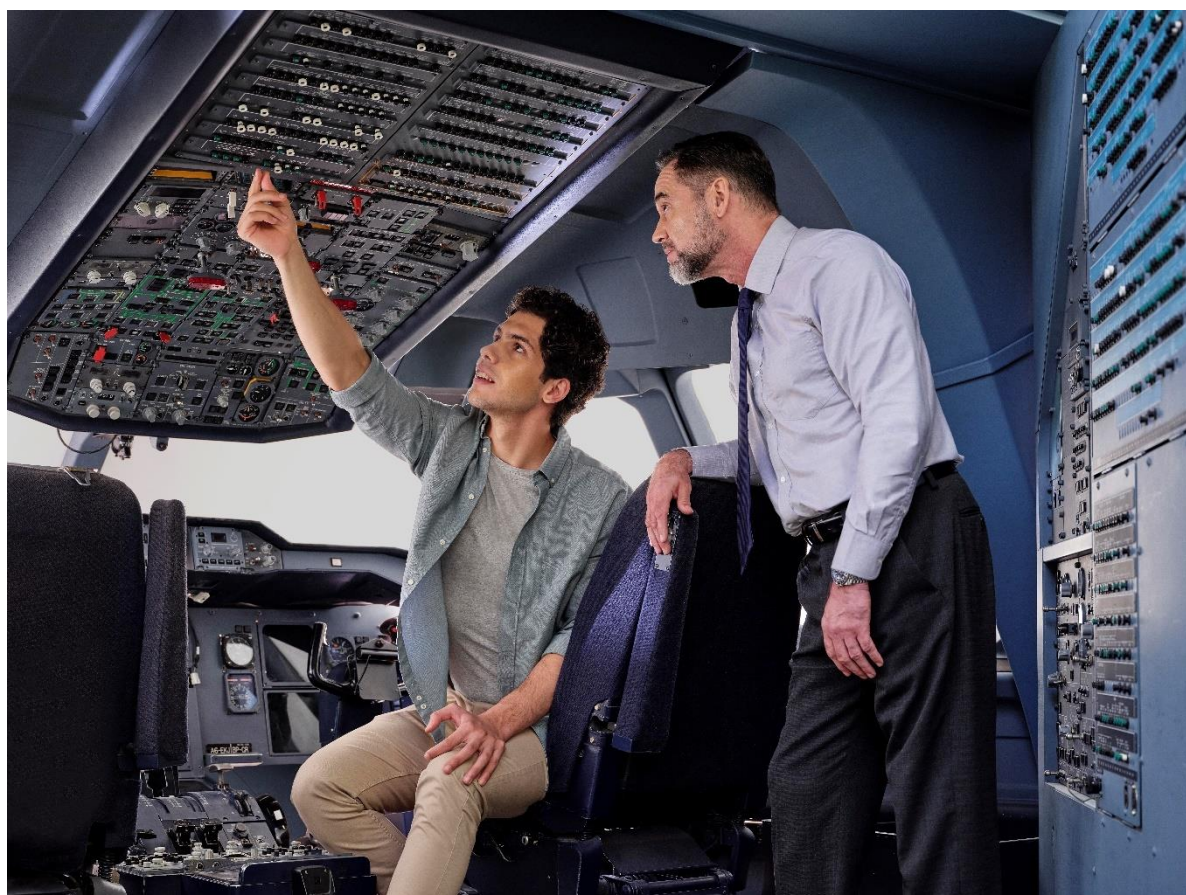
7. Student Code of Conduct

7.1. Student Dress Code

1. Students are requested to dress conservatively, respecting the local culture.

2. Male students should wear either national dress or long trousers, with upper arms and shoulders covered. Earrings and body piercings are not permitted.

3. Female students should wear national dress, skirts covering the knees, or long trousers. Upper arms must be covered, and acceptable, conservative dress must be maintained at all times.

4. Slippers and sandals are not permitted on campus.

5. T-shirts or trousers bearing images or messages that conflict with UAE cultural values will not be tolerated. Students who do not meet the dress code will be prevented from attending class and may face disciplinary action.

6. Male students with long hair or spiked hairstyles will not be permitted in workshops or On-Job Training (OJT). Female students are required to tie their hair when in workshops or OJT facilities.

7. Students not conforming to the University's dress code will not be permitted to attend classes and will be marked absent.

8. Students not wearing safety shoes and overalls will not be permitted to enter

workshops or On-Job Training (OJT) facilities.

9. Students must maintain good personal hygiene at all times.

7.2. Misconduct

The following acts of misconduct are subject to disciplinary action:

1. In view of the cultural norms of Dubai and the UAE, physical contact between male and female students is strictly prohibited.

2. Inappropriate dress is strictly prohibited.

3. Abuse—verbal or physical—of any person on University premises or at any event or function sponsored by the University.

4. Reckless or intentional damage to University premises or property.

5. Theft in any form, including unauthorised taking of University property or property belonging to any member of the University or visitor.

6. Fraud in any form, such as alteration or misuse of University records, or unauthorised use of documents with intent to deceive.

7. Intentional obstruction or disruption of teaching or teaching-related activities.

8. Entering, or attempting to enter, University premises without authorisation.

9. Failure to comply with published policies or regulations on the use of University facilities.

10. Alcohol and drug violations as defined by University policy and the laws of Dubai and the UAE.

11. Smoking inside any of the buildings on campus. Smoking is only permitted in designated outdoor areas.

12. Use or possession of prohibited materials such as fireworks, explosives, or weapons on University premises.

13. Gambling or any other illegal activity on University premises or at any University-sponsored event.

14. Unauthorised use of the University name and/or property by any person or organisation.

15. Harassment or intimidation of any kind.

16. Abuse or misuse of any University computer or related equipment, including theft of parts, deletion of information, internet theft, or knowingly introducing a virus.

17. Failure to comply with the direction of University staff, faculty, or officials acting in the performance of their duties.

18. Violations of traffic laws on campus, such as reckless driving and unauthorised parking.

19. Violations of Dubai or UAE law.

Note:

Any violation of rules and regulations, or acts of misconduct, will result in disciplinary action ranging from a verbal warning to suspension or dismissal from the University. All records concerning violations of the Code of Conduct or academic integrity rules will be maintained for a minimum of five years. In cases of serious violations that result in suspension or dismissal, the penalty will become a permanent part of the student's record and will be retained indefinitely.

7.3. Academic Dishonesty

Students at EAU are expected to act responsibly in all their academic pursuits. They must adhere to the highest standards of academic integrity and must never violate academic integrity rules. Academic violations include, but are not limited to, the following:

1. Dishonesty in class assignments and projects.

2. Cheating, attempting to cheat, or assisting others in cheating during examinations.

3. **Plagiarism** — defined as stealing or passing off the ideas or words of another as one's own, using a created work without crediting the source, committing literary theft, or presenting as original an idea or product derived from an existing source. (Source: *Webster's Third New International Dictionary of the English Language, Unabridged*, p. 1728).

   Plagiarism includes, but is not limited to:

   - Using the ideas, images, words, or statements of someone else without attribution.

   - Copying or downloading material (articles, research papers, etc.) from the internet without proper referencing.

   - Submitting another person's work as your own.

Plagiarism & Academic Dishonesty: Penalties	
Offence	**Penalty**
First-time Offence	- Zero mark on the assessment - Warning letter - Offence recorded on student's file
Second-time Offence	- Zero mark on the module - Possible dismissal from the programme - Offence recorded on student's file

4. Submitting work or material that has been written, created, or substantially prepared by another person (ghostwriting), whether paid or unpaid, and presenting it as one's own.

5. Providing unauthorised assistance to other students in experimental work or lab projects.

6. Complicity in any form of academic dishonesty.

7. Deliberate falsification or alteration of data or information.

8. Any act carried out with the intention of deceiving the instructor to obtain a false grade

9. Intentionally interfering with or damaging the work of other students (including course projects, laboratory experiments, computer files, etc.).

Plagiarism Detection

Plagiarism is detected using EAU's plagiarism detection software, **Turnitin**. All cases of plagiarism and dishonest academic conduct are handled under official EAU regulations. Any confirmed case of plagiarism will result in a zero mark for the relevant assessment component and be recorded in the student's academic file.

Unauthorised use of Artificial Intelligence (AI) tools

Using AI-powered software (such as ChatGPT or similar tools) to generate content for assignments, reports, or research without prior approval from the instructor or without proper attribution is considered academic dishonesty. This includes submitting AI-generated text, code, or data analysis as one's own work.

Students must seek clarification from their instructors regarding the acceptable use of AI tools for any academic task. Misuse may lead to penalties as outlined in the University's academic integrity policy.

7.4. Disciplinary Action

A student accused of committing any of the academically dishonest acts listed above—**including plagiarism, cheating in examinations, or other forms of academic misconduct**—shall be subject to disciplinary action.

1. The lecturer reports the dishonesty/plagiarism case to the Programme Coordinator and/or the Faculty Dean.

2. The Faculty Dean assigns a panel of faculty members to meet with the student. The meeting must be minuted. The panel must include the Faculty Dean (or their nominee) and at least one EAU faculty member. The lecturer may attend the meeting; however, they will not be considered part of the panel. If the case is found to be without merit, it will be closed.

3. The panel must record the outcome of the meeting as one of the following:

   - Innocent
   - Admitted guilt
   - Contested guilt *(i.e., the student denies wrongdoing, but the staff disagree)*

   For the last two outcomes, the panel will determine the appropriate disciplinary action, taking into consideration any prior offences committed by the student.

4. Any academic penalty—including failure in an exam or assignment, or partial or

full dismissal from the University—**may be appealed in writing to the Vice-Chancellor within seven (7) days of the decision**.

7.5. Student Performance

1. Students are expected to work consistently to meet all assessment deadlines and standards.

2. It is the student responsibility to submit his/her assignment on time before the deadline. This should include a Turnitin.

3. Late assignment submissions will result in a penalty. A one-week late submission results in a 10% deduction on the assignment marking; while an assignment submitted between 1 and 2 weeks late will be subject to a 20% deduction on the assignment marking. Submissions after two weeks will be considered a fail on the assignment.

4. Each student belongs to a specific cohort or batch. Deadlines are applicable according to cohorts. Students are not allowed to submit their assignment on deadlines belonging to other cohorts.

5. Students may request an extension for an assignment deadline. Formal extension requests are forwarded to the postgraduate programmes' Registrar or Faculty Course Support Coordinator. The applicable staff member will seek the approval of the Graduate/Faculty Council. Extensions are not granted due to workload commitments relating to student's current employment. Extension may be granted for extenuating circumstances such as accidents, sicknesses and family deaths that will need to be validated by the appropriate supporting documents applicable to the case.

7.6. Student Complaints and Grievance Procedure

Any member of the University community may file a complaint against a student or group of students, to the Faculty Dean, if s/he feels that there is a violation of his/her rights or the Student Code of Conduct. The complaint should be a concise and complete statement of allegations. Based on the information provided, the Faculty Dean, or his designee, will forward the complaint to the Disciplinary Committee, which in turn will determine whether a violation has occurred, meet with the student(s) and decide on the sanctions or a further course of action. The concerned student will be notified in writing of the decisions taken and disciplinary actions levied, if any.

A student may appeal to the Vice-Chancellor regarding any disciplinary action (including academic dismissal) taken against him/her. All appeals must be in writing and submitted to the Vice-Chancellor office within seven working days after the decision is delivered. The Vice-Chancellor will review the appeal, determine its viability and decide the course of action.

7.7. Student Grievances

EAU is committed to treating all students equitably and fairly. It does not discriminate based

on race, colour, religion, gender, or national origin. It is the policy of the University that students should be protected from misconduct by any member of the University community, including faculty and officials.

To this end, EAU has established procedures that allow students to formally raise grievances. A grievance arises when a student believes they have been treated unfairly, in an arbitrary or discriminatory manner, or subjected to inappropriate behaviour by a University official. While students have the right to lodge a formal grievance, they are encouraged first to seek a good-faith resolution through direct discussion with the concerned party or by contacting their Programme Coordinator.

If these informal attempts fail—or if the student prefers to proceed directly—a formal written grievance must be submitted to the Faculty Dean within three weeks of the incident. The grievance must include:

1. Name, ID number, Faculty/Programme, and phone number of the student
2. Identification of the office or individual(s) involved
3. A description of the incident
4. Date, time, and location of the incident
5. Names of any witnesses to the incident

Upon receiving the grievance, the Faculty Dean will form a committee to investigate the matter. This committee will conduct interviews with all relevant parties and gather supporting information as needed. Once the investigation is complete, the committee will submit a report with its findings and recommendations to the Faculty Dean, who will issue a decision and communicate it to all parties.

If the student is not satisfied with the decision, they may submit a written appeal to the Vice-Chancellor within two weeks of receiving the outcome. The Vice-Chancellor's decision is final.

All complaints, appeals, and disciplinary proceedings will be handled in accordance with Emirates Aviation University's official policies and procedures.

7.8. Safety Issues

For safety-related matters, students should refer to the **Student Safety Handbook** available on EAU Moodle.

7.9. Student Records

Documents and information submitted during the admissions process—as well as academic transcripts—are considered permanent records, stored by the Admissions and Registration Office.

Student records are treated as confidential, and disclosure to third parties requires the

student's consent, unless otherwise permitted by UAE federal law. The following are exceptions where disclosure is allowed without prior consent:

1. To University officials with a legitimate academic interest.
2. In response to official requests from academic or professional institutions where the student is applying.
3. To the student's parents or sponsors—unless the student submits a written request to withhold disclosure, in which case the request will be honoured and communicated accordingly.

Students are responsible for notifying the University of any changes to their personal information, such as address or contact details. The University considers the student-provided data as current and correct, and students will be accountable for any consequences arising from outdated or inaccurate records.

Students have the right to review their academic record by submitting a written request to the Admissions and Registration Office. If the student believes any information is inaccurate or misleading, they may request an amendment. The University will review the request and inform the student of its decision.

8. Master's Curriculum and Learning Support

8.1. EAU Taught Master's Programmes and Curriculum

8.1.1.   MSc in Data Science and AI

The Master of Science (MSc) in Data Science and Artificial Intelligence at Emirates Aviation University (EAU) is a forward-looking postgraduate programme designed to develop high-level analytical and technical expertise in one of the most transformative fields of the 21st century. Based in Dubai, a city rapidly evolving into a regional hub for digital innovation and smart technologies, the programme combines academic rigour with real-world relevance to prepare students for impactful careers in data-driven decision-making and intelligent systems. From machine learning and big data analytics to ethical AI design and data visualisation, students engage with a broad spectrum of core topics and emerging trends that are shaping the future of work and society. Delivered in a flexible block format suited to working professionals, the MSc is ideal for aspiring data scientists, AI specialists, and industry professionals seeking to upskill or transition into tech leadership roles. The programme is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024), ensuring strong academic and professional standing in a globally competitive landscape.

The curriculum of the MSc Data Science and AI Programme

To be awarded the **MSc in Data Science and AI**, a student must successfully complete a total of 180 CATS Credits at QFEmirates Level 7 (previously Level 9), as outlined in the table below.

Taught Modules Codes	Title	CATS Credit
Compulsory/Core Courses		**165**
EAM01DS	Principles of Data Science	20
EAM02DS	Programming for Data Science	20
EAM03DS	Mathematics and Ethical Foundations of AI and Data Science	20
EAM04DS	Machine Learning	15
EAM05DS	Artificial Neural Networks	15
EAM06DS	Big Data Analytics and Data Visualisation	15
EAM08DS	Research Methods	15
EAM09DS	Dissertation	45
Elective Courses (One course to be selected from courses below)		**15**
EAM07DS	Data Management Systems	15
EAM11DS	Deep Learning Technologies	15
EAM10DS	Computer Vision	15
	Total:	**180 credits**

To be awarded the **Postgraduate Diploma in Data Science and AI** (exit award), a student must successfully complete 120 CATS Credits at QFEmirates Level 7 (previously Level 8), including all taught modules listed.

Taught Modules Codes	Title	CATS Credit
Compulsory/Core Courses		**105**
EAM01DS	Principles of Data Science	20
EAM02DS	Programming for Data Science	20
EAM03DS	Mathematics and Ethical Foundations of AI and Data Science	20
EAM04DS	Machine Learning	15
EAM05DS	Artificial Neural Networks	15
EAM06DS	Big Data Analytics and Data Visualisation	15
Elective Courses (One course to be selected from courses below)		**15**
EAM07DS	Data Management Systems	15
EAM11DS	Deep Learning Technologies	15
EAM10DS	Computer Vision	15
	Total:	**120 credits**

8.1.2. MBA in Aviation Management

The Master of Business Administration (MBA) in Aviation Management at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to develop the next generation of aviation industry leaders. Set against the backdrop of Dubai's dynamic global aviation hub and supported by the prestigious Emirates Group, this programme integrates academic excellence with practical industry insight. With a clear focus on the strategic and operational aspects of the aviation sector, the MBA equips students with critical business, management, and leadership skills tailored specifically for aviation environments. Whether exploring airport operations, airline strategy, aviation finance, or sustainability in air transport, students gain the tools to address complex industry challenges and contribute meaningfully to its future growth. Delivered in an intensive block format to accommodate working professionals, the programme is ideal for aspiring managers, current professionals, and entrepreneurs seeking career advancement or transition into aviation leadership roles. The programme is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024). It is also professionally accredited by the Chartered Institute of Logistics and Transport in the UK (CILT(UK)), ensuring international recognition and enhanced graduate employability across the global aviation and logistics sectors.

The curriculum of the MBA in Aviation Management Programme

To qualify for the **MBA in Aviation Management** award, a student must complete a total of 180 CATS Credits at Q*FEmirates* Level 7 (previously Level 9), as detailed in the table below.

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
EAM01SE	Global Challenges in the Airline Industry	15
EAM84SE	Airline Operations	15
EAM81SE	Airport Operations	15
EAM40SE	Aviation Strategy	15
Dissertation Modules Codes	**Total:**	**120 credits**
EAM08MAA	Research Methods	10
EAM99EKM	Masters Dissertation	50
	Total:	**180 credits**

To qualify for the **Postgraduate Diploma in Aviation Management** (exit award), a student must successfully complete 120 CATS Credits at *QFEmirates* Level 7 (previously Level 8); comprising all taught modules listed.

Taught Modules Codes	Title	CATS Credit

EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
EAM01SE	Global Challenges in the Airline Industry	15
EAM84SE	Airline Operations	15
EAM81SE	Airport Operations	15
EAM40SE	Aviation Strategy	15
	Total:	**120 credits**

Students who do not meet the requirements for the MBA or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. Two certificate options are available, each based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Airline and Airport Operations - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM01SE	Global Challenges in the Airline Industry	15
EAM84SE	Airline Operations	15
EAM81SE	Airport Operations	15
EAM40SE	Aviation Strategy	15
	Total:	**60 credits**

Postgraduate Certificate in Business Management - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
	Total:	**60 credits**

8.1.3. MBA in Logistics and Supply Chain Management Programme

The Master of Business Administration (MBA) in Logistics and Supply Chain Management at Emirates Aviation University (EAU) is a specialised postgraduate programme developed to cultivate strategic leaders equipped to meet the evolving demands of global logistics. Located in Dubai—one of the world's fastest-growing logistics hubs—and backed by the prestigious Emirates Group, this programme combines academic rigour with real-world industry relevance. With a strong emphasis on end-to-end supply chain optimisation, global trade, transportation systems, and sustainability, the MBA equips students with essential business, management, and leadership skills tailored to logistics environments. Whether addressing the challenges of global sourcing, operational efficiency, or digital transformation in supply chains, students gain the tools to navigate and lead within complex logistics networks. Delivered in an intensive block format ideal for working professionals, the programme supports career progression for logistics managers, supply chain analysts, and

entrepreneurs seeking to drive innovation across the sector. The programme is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024). It is also professionally accredited by the Chartered Institute of Logistics and Transport in the UK (CILT(UK)), ensuring global recognition and enhanced employability in logistics and supply chain roles worldwide.

The curriculum of the MBA in Logistics and Supply Chain Management Programme

To qualify for the **MBA in Logistics and Supply Chain Management** award, a student must complete a total of 180 CATS Credits at QFEmirates Level 7 (previously Level 9), as detailed in the table below.

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
EAM25EMD	Supply Chain Management	15
EAM31SOR	Logistics Operations	15
EAM54EMD	Purchasing Management	15
EAM32SOR	Logistics Strategy	15
Dissertation Modules Codes	**Total:**	**120 credits**
EAM08MAA	Research Methods	10
EAM99EKM	Masters Dissertation	50
	Total:	**180 credits**

To qualify for the **Postgraduate Diploma in Logistics and Supply Chain Management** (exit award), a student must successfully complete 120 CATS Credits at *QFEmirates* Level 7 (previously Level 8); comprising all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
EAM25EMD	Supply Chain Management	15
EAM31SOR	Logistics Operations	15
EAM54EMD	Purchasing Management	15
EAM32SOR	Logistics Strategy	15
	Total:	**120 credits**

Students who do not meet the requirements for the MBA or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-

Bearing Micro-Credentials Framework. Two certificate options are available, each based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Logistics and Supply Chain Management - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM25EMD	Supply Chain Management	15
EAM31SOR	Logistics Operations	15
EAM54EMD	Purchasing Management	15
EAM32SOR	Logistics Strategy	15
	Total:	60 credits

Postgraduate Certificate in Business Management - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
	Total:	60 credits

8.1.4. MBA – General Pathway
Note: This programme was previously titled MBA in General Management (until 2024).

The Master of Business Administration (MBA) at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to develop strategic business leaders across industries. As part of the globally respected Emirates Group, EAU combines academic excellence with real-world business insight, offering a programme that prepares students for the challenges of today's fast-evolving global economy. With a focus on core business functions—strategy, finance, marketing, operations, and leadership—the MBA equips students with the analytical, decision-making, and management skills necessary to drive organisational success. Delivered in an intensive block format to accommodate working professionals, the programme is ideal for aspiring executives, entrepreneurs, and experienced managers seeking to enhance their careers or transition into leadership roles. The MBA encourages critical thinking, ethical leadership, and a global outlook, enabling graduates to contribute meaningfully to business and society. The programme is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024). Originally accredited in 2010, the MBA has evolved into a unified general pathway, consolidating all previous concentrations into a single, streamlined award with broad professional relevance and impact.

The curriculum of the Master of Business Administration Programme

To qualify for the **Master of Business Administration (MBA)** award, a student must complete a total of 180 CATS Credits at QF*Emirates* Level 7 (previously Level 9), as detailed in the table below.

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
EAM28BSS	International Business	15
EAM34BSS	Strategic Management	15
EAM03EFA	Economic Environment of Business	15
EAM25EMD	Supply Chain Management	15
EAM08MAA	Research Methods	10
EAM99EKM	Masters Dissertation	50
	Total:	**180 credits**

To qualify for the **Postgraduate Diploma in Business Administration** (exit award), a student must successfully complete 120 CATS Credits at *QFEmirates* Level 7 (previously Level 8); comprising all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
EAM28BSS	International Business	15
EAM34BSS	Strategic Management	15
EAM03EFA	Economic Environment of Business	15
EAM25EMD	Supply Chain Management	15
	Total:	**120 credits**

Students who do not meet the requirements for the MBA or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. The certificate option available is based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Business Management - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM85BS	Marketing Management	15
EAM28EKM	Project Management	15
	Total:	**60 credits**

8.1.5. MSc in Engineering Business Management

The Master of Science (MSc) in Engineering Business Management at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to develop professionals

who can lead and innovate at the intersection of engineering and business. Situated within the dynamic economic landscape of Dubai and backed by the prestigious Emirates Group, the programme combines academic rigour with industry relevance to prepare students for leadership roles in technology-driven and industrial sectors.

With a strong emphasis on strategic management, project leadership, quality systems, and operations optimisation, the MSc equips students with the critical skills needed to manage complex engineering challenges in modern organisations. Whether addressing sustainable practices, supply chain performance, or organisational transformation, students gain the tools to bridge the gap between technical expertise and managerial effectiveness.

Delivered in an intensive block format to support working professionals, the programme is ideal for engineers, project managers, and technical specialists seeking to transition into business leadership. It is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024), ensuring academic quality and strong professional relevance in today's competitive global landscape.

The curriculum of the MSc Engineering Business Management Programme

To be awarded the **MSc in Engineering Business Management**, a student must successfully complete a total of 180 CATS Credits at QF*Emirates* Level 7 (previously Level 9), as outlined in the table below.

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM25EMD	Supply Chain Management	15
EAM28EKM	Project Management	15
EAM68EKM	Sustainability and Environmental Management Systems	15
EAM14EKM	Lean Operations	15
EAM29EKM	Quality Management and 6 Sigma	15
EAM69EKM	Engineering Strategy	15
EAM08MAA	Research Methods	10
EAM99EKM	Masters Dissertation	50
	Total:	**180 credits**

To be awarded the **Postgraduate Diploma in Engineering Business Management** (exit award), a student must successfully complete 120 CATS Credits at QFEmirates Level 7 (previously Level 8), including all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EAM05EFA	Financial Analysis for Managers	15
EAM22EKM	Leadership & People Management	15
EAM25EMD	Supply Chain Management	15

EAM28EKM	Project Management	15
EAM68EKM	Sustainability and Environmental Management Systems	15
EAM14EKM	Lean Operations	15
EAM29EKM	Quality Management and 6 Sigma	15
EAM69EKM	Engineering Strategy	15
	Total:	**120 credits**

Students who do not meet the requirements for the MSc or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. The certificate option available is based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Industrial Engineering - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM25EMD	Supply Chain Management	15
EAM14EKM	Lean Operations	15
EAM29EKM	Quality Management and 6 Sigma	15
EAM69EKM	Engineering Strategy	15
	Total:	**60 credits**

8.1.6. MA in International Human Resource Management

The Master of Arts (MA) in International Human Resource Management at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to prepare future HR leaders for the complexities of managing people in a globalised and fast-changing business environment. As part of the prestigious Emirates Group, EAU delivers this programme with a strong emphasis on academic excellence, industry relevance, and global perspectives.

Focusing on strategic HRM, intercultural competence, ethical leadership, and organisational development, the MA equips students with advanced knowledge and practical skills to lead international HR functions and contribute to sustainable workforce strategies. Whether managing global mobility, navigating international labour standards, or driving digital transformation in people management, students are supported in developing critical, inclusive, and forward-thinking HR capabilities.

Delivered in a flexible block format designed to support working professionals, the programme promotes collaboration, reflective learning, and career advancement. It is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024). The curriculum is further informed by the CIPD Profession Map, ensuring that graduates meet the highest standards of the global HR profession.

The curriculum of the MA in International Human Resource Management Programme

To be awarded the **MA in International Human Resource Management**, a student must successfully complete a total of 180 CATS Credits at QF*Emirates* Level 7 (previously Level 9), as outlined in the table below.

Taught Modules Codes	Title	CATS Credit
EACM06HRM	Leading, Managing and Developing People	15
EACM07HRM	HRM in Context	15
EACM08HRM	Developing Skills for Business Leadership	15
EACM12HRM	International HRM	15
EACM52HRM	Managing and Rewarding Performance	30
EACM55HRM	Applied Learning and Development	30
EAC7002CRB	Global Professional Development-Consultancy	10
EAM08MAA	Research Methods	10
EAM99EKM	Masters Dissertation	40
	Total:	**180 credits**

To be awarded the **Postgraduate Diploma in International Human Resource Management** (exit award), a student must successfully complete 120 CATS Credits at QFEmirates Level 7 (previously Level 8), including all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EACM06HRM	Leading, Managing and Developing People	15
EACM07HRM	HRM in Context	15
EACM08HRM	Developing Skills for Business Leadership	15
EACM12HRM	International HRM	15
EACM52HRM	Managing and Rewarding Performance	30
EACM55HRM	Applied Learning and Development	30
	Total:	**120 credits**

Students who do not meet the requirements for the MSc or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. The certificate option available is based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Human Resource - Curriculum:

Taught Modules Codes	Title	CATS Credit
EACM12HRM	International HRM	15
EACM07HRM	HRM in Context	15
EACM55HRM	Applied Learning and Development	15
EAC7002CRB	Global Professional Development-Consultancy	10

	Total:	55 credits

8.1.7. MSc in Aviation Safety

The Master of Science (MSc) in Aviation Safety at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to equip professionals with advanced expertise in safety management within the aviation industry. Drawing on Dubai's position as a global aviation hub, and aligned with the UAE's high regulatory standards, the programme blends academic rigour with practical insight to address complex safety challenges across civil and commercial aviation.

With a focus on accident prevention, system safety, airworthiness, human factors, and regulatory compliance, students develop the analytical, technical, and managerial competencies necessary to lead aviation safety initiatives at the highest level. The curriculum is designed to support working professionals through a modular block delivery format, enabling flexible and intensive learning.

Fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024), the MSc in Aviation Safety prepares graduates to assume leadership roles in airlines, airports, regulatory authorities, and aviation service providers. The programme is also recognised by the Royal Aeronautical Society (RAeS), ensuring international relevance and industry endorsement.

The curriculum of the MSc Aviation Safety Programme

To be awarded the **MSc in Aviation Safety**, a student must successfully complete a total of 180 CATS Credits at QF*Emirates* Level 7 (previously Level 9), as outlined in the table below.

Taught Modules Codes	Title	CATS Credit
EAM02AS	Human Factors in Aviation	15
EAM01AS	Aviation Safety and Security Risk Management	15
EAM03AS	Air Transport Management and Strategy	15
EAM04AS	Crisis Management and Emergency Planning	15
EAM07AS	Airport and Airline Security Operations	15
EAM12AS	Aerodrome Safety and Air Navigation	15
EAM10AS	Airworthiness	15
EAM11AS	Accident Investigation and Incident Reporting	15
EAM08MAA	Research Methods	10
EAM09MAA	Individual Project	50
	Total:	180 credits

To be awarded the **Postgraduate Diploma in Aviation Safety** (exit award), a student must successfully complete 120 CATS Credits at QFEmirates Level 7 (previously Level 8), including all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EAM02AS	Human Factors in Aviation	15
EAM01AS	Aviation Safety and Security Risk Management	15
EAM03AS	Air Transport Management and Strategy	15
EAM04AS	Crisis Management and Emergency Planning	15
EAM07AS	Airport and Airline Security Operations	15
EAM12AS	Aerodrome Safety and Air Navigation	15
EAM10AS	Airworthiness	15
EAM11AS	Accident Investigation and Incident Reporting	15
	Total:	**120 credits**

Students who do not meet the requirements for the MSc or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. Two certificate options are available, each based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Aviation Safety and Security - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM02AS	Human Factors in Aviation	15
EAM01AS	Aviation Safety and Security Risk Management	15
EAM04AS	Crisis Management and Emergency Planning	15
EAM07AS	Airport and Airline Security Operations	15
	Total:	**60 credits**

Postgraduate Certificate in Aviation Safety - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM12AS	Aerodrome Safety and Air Navigation	15
EAM10AS	Airworthiness	15
EAM11AS	Accident Investigation and Incident Reporting	15
EAM01AS	Aviation Safety and Security Risk Management	15
	Total:	**60 credits**

8.1.8. MSc in Aviation Security

The Master of Science (MSc) in Aviation Security at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to develop high-level capabilities in protecting aviation systems from intentional threats. Set within one of the world's most dynamic aviation environments, and supported by the UAE's robust regulatory framework, the programme combines academic depth with real-world application to advance security standards across the aviation sector.

The programme explores critical topics such as aviation legislation, threat assessment, physical security systems, crisis response, and regulatory compliance, preparing graduates to implement and manage effective security frameworks in high-risk, complex environments. Delivered in an intensive block format, the MSc is ideal for professionals in aviation security, law enforcement, or regulatory roles seeking to deepen their expertise or advance their careers.

Fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024), the MSc in Aviation Security is also recognised by the Royal Aeronautical Society (RAeS), ensuring global relevance and professional credibility across the aviation security landscape.

The curriculum of the MSc Aviation Security Programme

To be awarded the **MSc in Aviation Security**, a student must successfully complete a total of 180 CATS Credits at QF*Emirates* Level 7 (previously Level 9), as outlined in the table below.

Taught Modules Codes	Title	CATS Credit
EAM02AS	Human Factors in Aviation	15
EAM01AS	Aviation Safety and Security Risk Management	15
EAM03AS	Air Transport Management and Strategy	15
EAM04AS	Crisis Management and Emergency Planning	15
EAM07AS	Airport and Airline Security Operations	15
EAM05AS	Aviation Security	15
EAM06AS	Aviation Security Legislation	15
EAM08AS	Aviation Physical Security	15
EAM08MAA	Research Methods	10
EAM09MAA	Individual Project	50
	Total:	**180 credits**

To be awarded the **Postgraduate Diploma in Aviation Security** (exit award), a student must successfully complete 120 CATS Credits at QFEmirates Level 7 (previously Level 8), including all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EAM02AS	Human Factors in Aviation	15
EAM01AS	Aviation Safety and Security Risk Management	15
EAM03AS	Air Transport Management and Strategy	15
EAM04AS	Crisis Management and Emergency Planning	15
EAM07AS	Airport and Airline Security Operations	15
EAM05AS	Aviation Security	15
EAM06AS	Aviation Security Legislation	15

EAM08AS	Aviation Physical Security	15
	Total:	**120 credits**

Students who do not meet the requirements for the MSc or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. Two certificate options are available, each based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Aviation Safety and Security - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM02AS	Human Factors in Aviation	15
EAM01AS	Aviation Safety and Security Risk Management	15
EAM04AS	Crisis Management and Emergency Planning	15
EAM07AS	Airport and Airline Security Operations	15
	Total:	**60 credits**

Postgraduate Certificate in Aviation Security - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM07AS	Airport and Airline Security Operations	15
EAM05AS	Aviation Security	15
EAM06AS	Aviation Security Legislation	15
EAM08AS	Aviation Physical Security	15
	Total:	**60 credits**

8.1.9. MSc in Aerospace Engineering

The Master of Science (MSc) in Aerospace Engineering at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to develop advanced knowledge and professional skills in aerospace systems, design, and analysis. Delivered in Dubai, a centre for innovation and global connectivity, the programme is tailored to meet the growing demands of the aerospace and aeronautical industries, both regionally and internationally.

With a curriculum grounded in practical application and informed by the latest technological trends, students explore topics such as computer-aided engineering, advanced simulation, flight dynamics, UAV systems, and sustainable aviation. The programme equips graduates with the capability to model, design, analyse, and optimise aerospace systems in increasingly complex and multidisciplinary environments. Emphasis is also placed on systems thinking, project execution, and research-led learning, culminating in an individual project aligned with students' areas of interest and career goals.

Delivered in a flexible block format designed to support working professionals, the programme is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QFEmirates Qualifications Framework Level 7 (previously Level

9, updated by Cabinet Resolution 106 of 2024). The MSc in Aerospace Engineering is accredited by the Royal Aeronautical Society (RAeS) as suitable further learning for Chartered Engineer (CEng) registration, ensuring both international recognition and industry credibility for aspiring aerospace professionals.

The curriculum of the MSc Aerospace Engineering Programme

To be awarded the **MSc in Aerospace Engineering**, a student must successfully complete a total of 180 CATS Credits at QF*Emirates* Level 7 (previously Level 9), as outlined in the table below.

Taught Modules Codes	Title	CATS Credit
EAM10AEE	Computational Fluid Dynamics	15
EAM11EKM	Advanced Engineering Materials and Processes	15
EAM10MAE	Computer Aided Engineering	15
EAM51MAE	Engineering Simulation and Analysis	15
EAM06AEE	Flight Dynamics and Simulation	15
EAM09AEE	Unmanned Aerial Vehicle Systems	15
EAM11AEE	Experimental Methods and Techniques	15
EAM07AEE	Sustainable Aviation	15
EAM08MAA	Research Methods	10
EAM09MAA	Individual Project	50
	Total:	**180 credits**

To be awarded the **Postgraduate Diploma in Aerospace Engineering** (exit award), a student must successfully complete 120 CATS Credits at QFEmirates Level 7 (previously Level 8), including all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EAM10AEE	Computational Fluid Dynamics	15
EAM11EKM	Advanced Engineering Materials and Processes	15
EAM10MAE	Computer Aided Engineering	15
EAM51MAE	Engineering Simulation and Analysis	15
EAM06AEE	Flight Dynamics and Simulation	15
EAM09AEE	Unmanned Aerial Vehicle Systems	15
EAM11AEE	Experimental Methods and Techniques	15
EAM07AEE	Sustainable Aviation	15
	Total:	**120 credits**

Students who do not meet the requirements for the MSc or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. The certificate option available is based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Aerospace Engineering - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM06AEE	Flight Dynamics and Simulation	15
EAM09AEE	Unmanned Aerial Vehicle Systems	15
EAM11AEE	Experimental Methods and Techniques	15
EAM07AEE	Sustainable Aviation	~~10~~ 15
	Total:	**60 credits**

8.1.10. MSc in Mechanical Engineering

The Master of Science (MSc) in Mechanical Engineering at Emirates Aviation University (EAU) is a specialised postgraduate programme designed to equip students with advanced knowledge and practical expertise in mechanical systems, structures, materials, and emerging technologies. Set within Dubai's dynamic engineering and innovation landscape, the programme addresses the growing demand for highly skilled engineers capable of solving complex industrial challenges and driving innovation across sectors.

Blending theoretical foundations with hands-on applications, the MSc explores advanced topics such as computational fluid dynamics, structural analysis, thermal systems, stress and dynamics, and sustainable energy solutions. The programme promotes critical thinking and creative problem-solving, while also enabling students to conduct high-level research and apply cutting-edge tools to real-world engineering problems. An intensive final project integrates and synthesises these skills within a chosen area of specialisation.

Delivered in a flexible block format designed to support working professionals, the programme is fully aligned with the UAE Ministry of Education's Outcome-Based Education (OBE) Framework and the QF*Emirates* Qualifications Framework Level 7 (previously Level 9, updated by Cabinet Resolution 106 of 2024). The MSc in Mechanical Engineering is accredited by the Royal Aeronautical Society (RAeS) as suitable further learning for Chartered Engineer (CEng) registration, ensuring that graduates are recognised for their technical competence and professional readiness on an international scale.

The curriculum of the MSc Mechanical Engineering Programme

To be awarded the **MSc in Mechanical Engineering**, a student must successfully complete a total of 180 CATS Credits at QF*Emirates* Level 7 (previously Level 9), as outlined in the table below.

Taught Modules Codes	Title	CATS Credit
EAM10AEE	Computational Fluid Dynamics	15
EAM11EKM	Advanced Engineering Materials and Processes	15
EAM10MAE	Computer Aided Engineering	15
EAM51MAE	Engineering Simulation and Analysis	15
EAM12BE	Advanced Structural Analysis Concepts	15
EAM22MAE	Stress and Dynamics	15

EAM01MAM	Solar Thermal Energy	15
EAM02MAM	Refrigeration and Air-Conditioning	15
EAM08MAA	Research Methods	10
EAM09MAA	Individual Project	50
	Total:	**180 credits**

To be awarded the **Postgraduate Diploma in Mechanical Engineering** (exit award), a student must successfully complete 120 CATS Credits at QFEmirates Level 7 (previously Level 8), including all taught modules listed.

Taught Modules Codes	Title	CATS Credit
EAM10AEE	Computational Fluid Dynamics	15
EAM11EKM	Advanced Engineering Materials and Processes	15
EAM10MAE	Computer Aided Engineering	15
EAM51MAE	Engineering Simulation and Analysis	15
EAM12BE	Advanced Structural Analysis Concepts	15
EAM22MAE	Stress and Dynamics	15
EAM01MAM	Solar Thermal Energy	15
EAM02MAM	Refrigeration and Air-Conditioning	15
	Total:	**120 credits**

Students who do not meet the requirements for the MSc or Postgraduate Diploma may be eligible to receive a Postgraduate Certificate under the UAE Ministry of Education's Credit-Bearing Micro-Credentials Framework. The certificate option available is based on the successful completion of a specific set of taught modules, as outlined below:

Postgraduate Certificate in Mechanical Engineering - Curriculum:

Taught Modules Codes	Title	CATS Credit
EAM22MAE	Stress and Dynamics	15
EAM12BE	Advanced Structural Analysis Concepts	15
EAM01MAM	Solar Thermal Energy	15
EAM02MAM	Refrigeration and Air-Conditioning	15
	Total:	**60 credits**

8.2. Orientation of New Students

The induction programme provides a comprehensive overview of the academic journey ahead, covering key aspects such as the mode of programme delivery, institutional policies and procedures, academic integrity guidelines—including referencing conventions, plagiarism awareness, and the ethical use of generative AI tools such as ChatGPT. Students are also introduced to the full range of university services, including library resources (both physical and electronic), campus facilities, and accommodation options. For greater accessibility and

flexibility, the induction is delivered in parallel via the Microsoft Teams platform and is fully recorded for later viewing.

8.3. Dissertation and Research Methods Induction

The dissertation is a major capstone project that enables students to undertake an individual research investigation or address a strategic problem aligned with their area of study. It serves as a platform for demonstrating advanced critical thinking, research competence, and the practical application of the concepts and skills acquired throughout the taught components of the programme.

In preparation for this, students are enrolled in the Research Methods module—a 10-credit component of the curriculum—typically after the successful completion of their seventh or eighth module. This module includes a structured induction into academic research and dissertation writing, delivered through a series of interactive sessions, which are also made available via EAU Moodle and recorded on the Microsoft Teams platform for flexible access.

As part of the formal assessment for the Research Methods module, students are required to develop and submit a detailed research proposal, which must achieve a pass mark before progression to the full dissertation stage. Upon successful completion of eight taught modules, each student is assigned a dissertation supervisor, who provides regular academic guidance and feedback throughout the research process.

To further support students, the Master's Dissertation Handbook offers comprehensive information on academic expectations, timelines, supervision protocols, and assessment criteria.

8.4. Interactive E-Learning Policy

8.4.1. Policy Overview

The Interactive E-Learning policy applies to traditional blended modes of delivery as well as to fully e-learning delivery, whether on a temporary or permanent basis. Regardless of mode, Emirates Aviation University (EAU) is committed to delivering the highest quality interactive educational experience to all our students. Unless specified, all EAU policies and procedures apply to every student and programme, irrespective of mode of attendance.

8.4.2. Learning Resources

Each student is provided with a University-run Microsoft Office 365 account, which includes a 50 GB email account, a 1 TB cloud storage OneDrive account, a complete suite of Microsoft Office Pro solutions (Word, PowerPoint, Excel, etc.), and an array of connectivity and collaboration tools under the MS Office 365 suite.

Interactive E-Learning provides EAU with the capacity to deliver a synchronous learning experience requiring students to engage in the programme of learning, regardless of their location. Faculty are also encouraged to record e-learning sessions and provide asynchronous learning for students who may encounter connectivity or scheduling challenges. The key tools currently utilised to support E-Learning are:

Moodle: A managed learning environment providing learner-centric tools and collaborative learning environments that empower both teaching and learning.

Turnitin: The plagiarism detection software used by students to submit summative assessments and identify similarities with existing sources. It can also be used formatively to support students in improving their academic writing.

Microsoft Office 365: A cloud-based suite integrating apps and services, including Word, Excel, PowerPoint, and OneDrive—the online file storage and sharing app that allows faculty and students to share files.

Microsoft Teams: A unified communication and collaboration platform utilised by EAU to effectively deliver interactive e-learning. It enables faculty and students to create a collaborative class environment, facilitating face-to-face interaction, teaching material sharing, group discussions, and student engagement monitoring.

Kahoot: A free audience response system used to deliver quizzes to review students' knowledge and understanding. It can be used in class or as part of a formative e-learning strategy.

CodePost: A free tool used to support e-learning by enabling faculty to provide feedback on student programming work, both automated (tests) and manual (annotations directly on code).

MOSS (Measure of Software Similarity): An automated system for determining the similarity of programmes. It enables faculty to objectively check all programme solutions for evidence of plagiarism.

Our Learning Resource Centre (LRC) also provides students with access to electronic library resources to support e-learning and complement the e-resources provided as part of the programme of learning.

8.4.3. Learning Support

To ensure effective engagement with e-learning, all students and faculty are provided with training and technical support on essential tools, software, and connectivity requirements. The EAU IT Department offers assistance in person, online, and by phone.

EAU applies a unified academic support model for all students, regardless of mode of study. Each student is assigned an academic advisor, typically their Programme Coordinator or a faculty member with subject expertise, to provide guidance on academic matters throughout their studies. For details on the academic advising framework, please refer to Section 5.4.

E-learning students are expected to uphold the same standards of academic integrity, conduct, and community responsibility as on-campus students. The Student Handbook outlines the services, expectations, and policies that apply to all students equally.

8.4.4. Learning Environment

The EAU IT Department is responsible for managing, maintaining, and upgrading the e-learning environment to ensure its continued effectiveness. This includes the provision of necessary infrastructure and periodic enhancements. The IT Department works in collaboration with academic and administrative departments—primarily through the

Academic Computer Services Committee and other ad hoc committees as needed—to ensure the e-learning environment aligns with the University's teaching and learning requirements.

8.4.5. Programme Delivery

All taught master's programmes at EAU are delivered in a blended block format designed to accommodate the needs of working professionals. Regardless of the delivery mode, each programme maintains equivalent learning outcomes, academic standards, and assessment requirements.

The block teaching format consists primarily of intensive in-person sessions delivered over designated teaching blocks. While physical attendance is the default and expected mode of participation, live online (synchronous) access is provided for professional convenience. These online sessions are also recorded and made available via Microsoft Teams and Moodle to support students with scheduling conflicts or travel restrictions. However, attendance in person remains the standard mode of delivery, and students are encouraged to attend on campus whenever possible to maximise engagement and learning outcomes.

Synchronous online sessions promote real-time interaction between students and faculty and are designed to reflect the collaborative and participatory nature of face-to-face learning. This interactive approach ensures that students remain actively engaged in their academic journey, regardless of format.

All students are expected to adhere to the EAU Student Academic Integrity Policy, which applies equally across all modes of delivery. Academic honesty, responsible conduct, and active participation are fundamental expectations in all aspects of the learning experience.

Student-to-staff ratios are maintained consistently across all delivery formats to ensure personalised academic support and to foster meaningful interactions within and beyond the virtual classroom.

9. Rules and Regulations

A compact version of these regulations is provided in Appendix A below.

10. EAU Staff Directory

The full EAU staff directory is also available and updated regularly on the EAU website.

Name	Designation	Direct Number	Email
Office of Vice - Chancellor			
Professor Dr Ahmad Al Ali	Vice-Chancellor	+971 4 6050102	tabarek.ayad@emirates.com
Tabarak Alqaderi	Administration Controller –Vice – Chancellor`s Office	+971 4 6050102	tabarek.ayad@emirates.com
Robert Johnson	Board Secretary	+971 4 6050119	robert.johnson@emirates.com
Faculty of Business Management			
Professor Zindoga Mukandavire	Acting Dean- Faculty of Business Management	+971 4 6050189	zindoga.mukandavire@emirates.com
Dr Ahlam Al-Zoubi	Head of Department	+971 4 6050178	ahlam.alzoubi@emirates.com
Prof. Dr Kaitano Dube	Visiting Professor	+971 4 6050184	kaitano.dube@eau.ac.ae
Dr Nidhi Chaturvedi	Programme Coordinator	+971 4 6050185	nidhi.chaturvedi@emirates.com
Dr Zara Canbary	Programme Coordinator	+971 4 6050260	zara.canbary@emirates.com
Dr Evangelia Pantelaki	Senior Lecturer	+971 4 6050177	evangelia.pantelaki@emirates.com
Dr Baha Mohsen	Senior Lecturer	+971 4 6050177	baha.mohsen@emirates.com
Dr Wasim Ahmad	Assistant Professor	+971 4 6050169	wasim.ahmad@eau.ac.ae
Dr Petr Svoboda	Assistant Professor	+971 4 6050186	petr.svoboda@eau.ac.ae

Name	Designation	Direct Number	Email
Faculty of Business Management			
Dr Bhavana Rajeev	Assistant Professor	+971 4 6050184	bhavana.rajeev@eau.ac.ae
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Dr Sevda Ahmadian	Assistant Professor	+971 4 6050121	sevda.ahmadian@eau.ac.ae
Dr Crystal Ioannou	Assistant Professor	+971 4 6050171	crystal.Ioannou@eau.ac.ae
Dr Annamalai Chockalingam	Assistant Professor	+971 4 6050177	Annamalai.Chockalingam@eau.ac.ae
Ronak J Lad	Senior Lecturer	+971 4 6050126	ronak.lad@emirates.com
Elif Ranclaud	Senior Lecturer	+971 4 6050163	elif.ranclaud@emirates.com
Veena Vinod	Course Support Coordinator	+971 4 6050145	veenavinod.chelat@emirates.com
Calvin Antony Castelino	Teaching Assistant	+971 4 6050255	calvin.castelino@eau.ac.ae
Faculty of Engineering			
Professor Hicham Machmouchi	Dean-Faculty of Engineering	+971 4 6050187	hicham.machmouchi@emirates.com
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Academic Calendar (2024-2025)

EAU Academic Calendar 2024 – 2025

Fall Semester 2024
September – December 2024

Day	Date	Event
Monday - Friday	July 1st - August 30th 2024	Registration Period (returning students)
Thursday & Friday	August 29th - 30th, 2024	Induction for new students – 2 days
Monday	September 2nd, 2024	First day of classes
Monday - Friday	September 2nd - 6th, 2024	Add and drop period
Friday	September 6th, 2024	Deadline for accepting change of major
Friday	September 13th, 2024	Deadline for suspending registration Deadline for accepting credit transfer
Friday	November 8th, 2024	Deadline for withdrawing from a course (W)
Saturday-Monday	December 14th - 23rd, 2024	Examination Period
Tuesday - Sunday	December 24th, 2024 - January 12th, 2025	Winter break
Thursday	January 2nd, 2025	Announcement of final examination results
Monday - Tuesday	January 6th - 7th, 2025	Re-sit exams

Spring Semester 2025
January – May 2025

Day	Date	Event
Thursday - Friday	January 2nd - 10th, 2025	Registration Period (returning students)
Thursday & Friday	January 9th - 10th, 2025	Induction for new students – 2 days
Monday	January 13th, 2025	First day of classes
Monday - Friday	January 13th - 17th, 2025	Add and Drop Period
Friday	January 17th, 2025	Deadline for accepting change of major
Friday	January 31st, 2025	Deadline for suspending registration Deadline for accepting credit transfer
Monday - Friday	March 31st - April 4th, 2025	Mid-semester break
Monday	April 14th, 2025	Deadline for withdrawing from a course (W)
Saturday-Saturday	May 3rd - 10th, 2025	Examination Period
Monday	May 12th, 2025	Summer break
Friday	May 16th, 2025	Announcement of final examination results
Monday - Tuesday	May 19th - 20th, 2025	Re-sit exams

Summer Semester 2025
June – July 2025

Day	Date	Event
Friday - Friday	May 16th - 30th, 2025	Registration period (returning students)
Monday	June 2nd, 2025	First day of classes
Monday - Thursday	June 2nd - 5th, 2025	Add and drop period
Friday	June 13th, 2025	Deadline for withdrawing from a course (W)
Thursday - Friday	July 3rd - 4th, 2025	Final examinations (UG)
Friday	July 11th, 2025	Announcement of final examination results

Appendix A: Master Regulations

Master Regulations:

Maximum Duration of Studies

(A.2.1)

Students may normally be registered in an EAU Master's programme for a maximum period of four years, extendable to five years with the approval of the Faculty Dean.

Attendance

(A.2.2)

All graduate students are expected to follow the same academic regulations, regardless of their mode of attendance, unless otherwise specified.

For EAU's taught Master's programmes, students are encouraged to attend at least 75% of the scheduled contact hours for each module to support their learning and engagement.

Interruption of Studies

(A.2.3)

Students may apply to interrupt their studies for a maximum period of twelve consecutive months, in accordance with the approved procedure. The interruption period will count towards the maximum registration period for the award.

Upon return, students will resume their studies under the most current academic regulations in force at the time of re-entry.

All marks attained prior to the interruption will remain valid.

Withdrawal from a Masters Programme

(A.2.4)

a)   Students may withdraw from their taught Master's programme with uncompleted modules at any point during its delivery. In such cases, it is the student's responsibility to inform the University through the notified withdrawal procedure. The date of withdrawal shall be recorded as the date on which the Faculty Dean signs the form; retrospective withdrawal dates shall not be accepted. All marks attained up to the point of withdrawal will remain valid, and the student may re-enrol in the programme at a later date if appropriate. The refund policy outlined in **A.2.7** will apply.

b)   A student who has not formally withdrawn from the programme by the specified deadline, and who does not complete the required assessments, shall be recorded as "Absent." The attempt will count as a failure and will be recorded in official documentation.

c)   A student who wishes to withdraw from the programme must complete the appropriate Withdrawal Form and submit it to the Admissions and Registration Office.

d)   No refund will be considered until the Withdrawal Form is received by the Admissions and Registration Office and all necessary approvals have been obtained. The form may be submitted by the student, their parent, or sponsor.

e) No refund will be made to students who are suspended or expelled from the University due to disciplinary action.

Change of Programme
(A.2.5)

Students may request to transfer from one Master's programme to another, subject to the availability of the new programme and the approval of both the relevant Programme Coordinator and the Faculty Dean.

Modules previously completed may be transferred to the new programme if deemed equivalent and applicable. Where completed modules are not transferable, the student will be required to register for and pay the applicable tuition fees for the replacement modules.

Withdrawal/Transfer from a Module
(A.2.6)

a) Students may transfer to another available module up to one-quarter of the way through its delivery, subject to the approval of the Programme Coordinator. Approval must be obtained in advance through the notified procedure, and the Registrar must be informed to update the attendance list accordingly.

b) Students may withdraw from a module—provided no assessment has been completed—up to:

- **Week 6** of an 8-week module, or
- **Week 3** of a 4-week module.

It is the student's responsibility to inform the University through the approved withdrawal procedure by submitting a completed and signed Withdrawal Form.

c) A student who has not formally withdrawn by the applicable deadline, and who fails to attend the examination or submit the required assessment by the final deadline, will be recorded as "Absent." The attempt will count as a failure, and the result will be included in the official academic record.

Refund Policy
(A.2.7)

- The Application and Registration fees are non-refundable.
- Students who withdraw after the start of the programme must pay the tuition fees for each module attended.
- For students on the salary deduction scheme, payments will continue as scheduled or will be settled in the final salary upon resignation.
- Students who are granted a suspension of studies (up to 12 months) are required to continue payments according to their original payment plan. No

refunds or payment deferrals will be granted during the suspension period.

Missed Payment Policy
(A.2.8)

Students who miss their tuition fee payment deadline are subject to the following:

- A grace period of up to 18 calendar days is permitted. After this, access to Moodle and Office 365 will be suspended.

- Continued non-payment beyond six weeks from the due date may result in dismissal from the programme.

- All outstanding fees must be cleared at least one week before submitting assignments or attending assessments for any module.

- Students facing genuine financial difficulties are advised to contact the EAU Finance Department as early as possible.

Assessment
(A.3)

A student shall be deemed to have passed a taught or project module by achieving an overall module mark of 50% or more, subject to the specific criteria defined in the approved module descriptor. These may include the relative weighting of coursework, examination, or other components, as well as any minimum mark requirements per component. For the purpose of determining a pass, marks between 49.5% and 50% inclusive shall be regarded as 50%.

Where a module includes multiple components, a compensation band may apply, allowing strong performance in one component to offset a lower mark in another. In such cases, a minimum mark of 45% must be achieved in the compensated component, and the use of compensation must be explicitly defined in the approved module descriptor.

Reassessment
(A.4)

A student may be reassessed by resit, without re-registration, in any failed module.

Reassessment shall normally follow the same assessment components (e.g. written exam, coursework) as the first attempt. For modules assessed by 100% coursework, the resit will consist of a single assignment weighted at 100%, regardless of whether the original included multiple components (e.g. presentations, in-class tests).

In the case of a failed Master's Project, referral may be permitted at the discretion of the Examinations Board, provided there is a reasonable expectation that the student can complete the programme. A principal supervisor will be appointed to set out the required work to achieve a pass.

If a module with multiple components includes an exam and is failed, all components with marks below 50% must be reassessed. Passed components will be carried forward and combined with the resat ones.

A resit is normally limited to one attempt and should be completed within a reasonable period, typically aligned with the resit schedule of the academic year in which the module was failed.

A student may decline reassessment by notifying the University through the approved procedure. In such cases, no further reassessment is allowed, and the fail mark(s) shall stand. This does not prevent the student from retaking the module with re-registration and payment (see A.5).

Reassessment is not permitted in any module or component already passed.

If a component is failed at the first attempt and passed at resit, the higher of the two marks shall apply to that component. However, any module passed at the second attempt will carry a maximum overall mark of 50%. The original module mark (before reassessment) will be used in calculations for Distinction or Merit. Deferred first assessments are treated as first attempts.

For the dissertation, if a student achieves 40–49%, the Board may authorise Chair's Action, appointing a supervisor to guide revisions. If the revisions are satisfactory, the student may be awarded 50%, without a full Examination Board meeting.

If the dissertation mark is below 40%, the student may submit a new title for reassessment. Only one reassessment is permitted, which should normally be completed within 12 months. The reassessed mark is capped at 50%.

Repeating periods of study
(A.5;)

A student who fails a module and either:

- does not meet an attendance requirement, or
- is unsuccessful in their reassessment (resit),
  may register—if eligible—to retake the module with full re-registration and payment. This should normally occur at the next available opportunity, and within one year of the original failure.

All components of the module must be attempted again. No previous marks may be carried forward or used in the calculation of the retake grade. Students retaking a module are entitled to one final resit if the retake attempt is unsuccessful, as set out in A.4.

This right is subject to the module (or an equivalent) still being offered by the University. Normally, only one retake opportunity is permitted per module.

For students retaking a module due to failure, the lowest overall mark achieved across all

attempts will be used for Merit or Distinction calculations. Students undertaking a deferred retake (due to approved deferral) will be treated as making a first attempt (see A.6).

Students may not retake a module to improve the mark of a previously passed attempt.

Deferrals for extenuating circumstances and late submissions
(A.6)

Students who submit coursework or attend an examination are declaring themselves fit to be assessed. Once this declaration is made, a claim for extenuating circumstances will not normally be accepted.

Students facing serious short-term extenuating circumstances (e.g. illness, accident, or emergency) that impair their ability to meet an assessment deadline or attend an examination may request an assessment deferral. This may include deferral of an examination date or an extension of a coursework deadline.

All deferral requests must be submitted through the approved procedure and accompanied by verifiable and current third-party evidence (e.g. medical certificate). Requests received after the deadline or examination date will only be considered in cases of valid and exceptional circumstances (e.g. physical incapacity).

All deferral applications are subject to approval by the Faculty Dean. Approval of an assessment deferral does not change the attempt status of the assessment; for example, a deferral granted for a resit remains a resit attempt.

Coursework submitted after the official deadline will be penalised as follows:
- Up to 1 week late will be penalised by 10%;
- Between 1 and 2 weeks late will be penalised by 20%;
- More than 2 weeks late will receive a fail grade.

If a student is unable to submit coursework on time due to extenuating circumstances, they may request a deadline extension of up to two or three weeks (depending on the minimum programme duration) through the Faculty Dean. Valid third-party evidence is required. Work commitments are not accepted as valid grounds.

Students who fail to submit required assessments or attend examinations, and have not been granted a deferral, will be deemed to have failed the assessment.

In accordance with A.2.6(b), where a student withdraws from a module—before completing any assessment—and later re-registers for the same module, the assessment completed during the new registration will be treated as a first attempt, not a resit or reassessment.

The deferral procedure is intended for short-term circumstances only. Students experiencing ongoing or long-term difficulties (e.g. chronic illness or major life events)

should consider applying for an interruption of studies under A.2.3. The interruption period will count toward the maximum registration period. Upon return, students will be subject to the regulations in force at the time of re-entry. All previously earned marks will remain valid.

Awards
(A.7)

A student who obtains 120 credits at level M within the terms of an approved programme shall be eligible for the award of the University's named Postgraduate Diploma. A student who does not meet the requirements of the Masters named award, but who meets the credit criteria for a Postgraduate Diploma, may be awarded a named Postgraduate Diploma.

A student who obtains 180 credits at M level within the terms of an approved programme including the required Masters Project module shall be awarded a Masters degree.

Merit and Distinction
(A.8)

Awards for a Postgraduate Diploma (or equivalent) may be made with Distinction or with Merit under the following circumstances (CU – 7.10.1):

a) A student who achieves at the first attempt an average of at least 70% in the 90 credits worth of M-level modules with the highest marks shall be eligible for a Postgraduate Diploma with Distinction;

b) A student who achieves an average of at least 60% but less than 70% under the above calculation shall be eligible for an award with Merit;

c) Unless explicitly approved by the Chair of Academic Board as an exception to the above provisions, all Postgraduate Diplomas are available with both Distinction and Merit;

Awards for Taught Masters programmes may be made with Distinction or with Merit under the following circumstance, subject to A7.9 and A7.8.2 c).

a) A student who, at the first attempt, achieves an average of at least 70% in the 150 credits worth of level M modules with the highest marks taken in a Masters programme shall be eligible for the award of a Masters degree with Distinction;

b) A student who achieves an average of at least 60% but less than 70% under the above calculations shall be eligible for an award with Merit;

c) Unless explicitly approved by the Chair of Academic Board as an exception to the above provisions all taught Masters Programmes are available with both Distinction and Merit.

d) Exceptionally, an Examinations Board may consider recommending a student with an average of less than 70% for an award with Distinction, or a student with an average of less than 60% for an award with Merit.

Regulation of Assessment

EAU maintains the academic standards of its awards in alignment with its internal quality assurance framework and international best practices.

The primary role of the Examination Board is to approve and finalise students' grades and confirm their eligibility for the relevant academic award. The Examination Board convenes three times per academic year and is chaired by the Faculty Dean.

Prior to each Examination Board meeting, assessments undergo internal moderation by the faculty responsible for module delivery. A subsequent pre-Board moderation involves a wider group of academic staff who review samples of student work, including coursework and dissertations, to ensure consistency and comparability of academic standards across modules and cohorts.

Modification of results
(A.9)

e) Any entitlement to a Merit or Distinction may be set aside by an Examinations Board following a case of cheating; the Examinations Board may also, in such circumstances, fail a student who has otherwise satisfied the conditions for the award concerned.

f) Module results are tentative until approved by an Examination Board. Once approved by a Board, module results cannot be academically modified by usual notified moderation procedures any longer.

Appendix B: Inter-Library Loan

Inter-Library Loan

The Library has established ILL/ Document Delivery Services with UAE University Alain.

An informal ILL agreement has been drawn up through the document delivery service at UAE University. The ILL services are restricted to journal articles from print and non-print resources. However books are excluded from ILL.

The requests through EAU Library are sent and received electronically and in most cases requests would be fulfilled in a day or two.

The list of resources available through the UAEU in Al-Ain:

- Academic Search Complete
- American Chemical Society Web Editions
- American Geophysical Union
- American Museum of Natural History Research Library
- American Physical Society Journals
- American Physiological Society
- American Society for Biochemistry and Molecular Biology
- American Society for Clinical Pathology
- American Society for Microbiology
- American Society of Tropical Medicine and Hygiene (ASTMH)
- American Statistical Association Publications
- Annual Reviews
- ASPET Journals
- Bentham Science Publishers OA
- BioMedCentral Open Access
- BioOne Open Access Titles
- Blackwell-Synergy Free Collection
- Business Source Complete
- Cambridge Journals Online
- Compendex
- Ebrary Academic Complete Subscription Collection
- Electrochemical Society Digital Library
- Emerald Journals
- Emerald Management 150
- Emerald Management 95 (Emerald Fulltext) (Emerald Fulltext 1999)
- GreenFILE
- IEEE All-Society Periodicals Package (ASPP)
- IngentaConnect
- JSTOR Arts & Sciences I Archive Collection
- JSTOR Arts & Sciences II Archive Collection
- Mary Ann Liebert Online
- Nature Journals Online
- Nature Open Access
- New England Journal of Medicine
- Oxford Journals
- Oxford Open
- Oxford Reference Online: Premium

- PROLA - Physical Review Online Archive
- Public Library of Science (PLoS)
- PubMed Central
- PubMed Central Canada (Full Participant titles)
- Reference Global
- Regional Business News
- SAGE Premier 2007
- ScienceDirect Freedom Collection 2010
- ScienceDirect Journals
- SIAM Journals Online
- SpringerLink Contemporary (1997 - Present)
- UAE University Catalog
- University of Chicago Press Journals
- Wiley-Blackwell Full Collection

(ACS) American Chemical Society Journals	Provides access to full text articles to more than 30 journals published by American Chemical Society journals.
Academic Search Complete	Multi- disciplinary database providing abstracts and indexing with full text for many scholarly journals as well as popular press.
Access Medicine	A clinical library that provides access to 42 core medical e-books needed for clinical decision making. Quickly narrow down a search by resource, topic or browse the A-Z index for the complete text and illustrations with frequent content updates. Note
Ag Econ	Searchable database of full-text reports of scholarly research in the field of agricultural and applied economics.
Agricola	Compiled by the National Agricultural Library of the U.S. Department of Agriculture this database indexes materials (journals, thesis, reports.) relating to all aspects of agriculture.
AGRIS	AGRIS is the international information system for the agricultural sciences and technology, covers material related to agriculture in the widest sense (fisheries, forestry, economics, nutrition).
American Physical Society	Provides access to journal published by the American Physical Society
American Society of Civil Engineering Journals	The Civil Engineering Database covers ASCE documents published since 1975. It provides references to all the ASCE journals, conference proceedings, books, standards, manuals, magazines, and newsletters.
American Statistical Association	The American Statistical Association is the main professional organization for statisticians and related professionals in the United States. It was founded in Boston, Massachusetts on November 27, 1839, and is the second oldest continuously operating professional society in the US
Anat Line	An anatomical image database that can be searched or browsed via the index.
Art & Humanities Citation Index	Indexes 1,144 of the world's leading arts and humanities journals, as well as covering individually selected, relevant items from over 6,800 major science and social science journals and includes all cited reference captured from indexed articles.
ASH image bank	Produced by the American Society of Hematology to serve as a comprehensive reference and teaching tool. The images are presented in a digital, case-based format that allows both the images and text to be searched, cross- referenced, and hyper-linked to other cases as well as other educational resources.

Avery Index	Indexes more than 1,000 periodicals published worldwide on archeology, city planning, interior design, and historic preservation, as well as architecture.
Bartleby	A comprehensive public reference library containing a searchable database of reference, verse, and classic literature
BioMed Central	BioMed Central publishes original, peer-reviewed research in all areas of biomedical research, with immediate, barrier-free access for all.
BMJ Journals	Unlimited access to 23 titles in the BMJ collection, including titles such as Gut, Heart, Thorax, British Medical Journal, which are all leaders in their field.
BMJ Learning	Offers a wide range of learning resources, commissioned buy the BMJ Publishing Group to provide a continuing education website for medical professionals. The 270 learning issues deal with everyday issues in primary care and hospital medicine.
Business Source Complete	Provides full text for nearly 3,600 scholarly business journals, including full text for nearly 1,050 peer-reviewed business publications. Coverage includes virtually all subject areas related to business.
Cambridge Journals Online	Searches all Cambridge University Press journals available online and provides full-text access to the journals which the Libraries Deanship has subscription. To see the subscribed journals, click on "Browse Subscribes Journals" from the "Browse Journals" pull-down menu.
Cancer gene map online	Global analysis of microarray data provides a hypothesis-generating tool for cancer by Charles Q. Choi. Information for the project extracted from the Stanford Microarray Database and the Whitehead Institute Center for Genomic Research.
CARIS	Information about current and past worldwide research projects in or for developing countries in agriculture and related subjects.
CDC prevention guidelines database	Site provides access to over 400 guidelines and recommendations of the CDC for the prevention of diseases, injuries, and disabilities. Topics range from AIDS to zoster.
Clinical Evidence	Summarises the current state of knowledge and uncertainty about the prevention and treatment of clinical conditions, based on thorough searches and appraisal of the literature.
Cochrane library	Consists chiefly of 4 databases: Cochrane database of systematic reviews (CDSR); Database of abstracts of reviews of effectiveness (DARE); Cochrane controlled trials register (CCTR); and Cochrane review methodology database (CRMD).
CogPrints	An electronic archive of papers related to the study of cognition, including such areas as psychology, neuroscience, linguistics, many areas of computer science, philosophy, biology, medicine, and anthropology. Full text access to archived material is provided.
CRIS	information on ongoing and recently completed research projects in agriculture, food and nutrition, and forestry supported by the United States Department of Agriculture.
Current bibliographies in Medicine	Published by the National Library of Medicine, this series provides bibliographies on a number of specific topics in biomedicine that have had a good deal of popular interest.
DARE (Database of Abstracts of Reviews of Effectiveness)	Contains over 4000 abstracts of quality assessed and critically appraised systematic reviews focusing on the effects of interventions used in healthcare.
Directory of open access journals	Includes information on FDA-approved small molecule drugs, biotech drugs, nutraceuticals, and experimental drugs. Information for each drug

	Includes the two- and three-dimensional structure, the generic and brand names, the amino acid sequences of target proteins, and other information.
Doe Information Bridge	Provides access to full text of research and development reports from the United States Department of Energy, covers physics, chemistry, materials, biology, environmental sciences, energy technologies, engineering, computer and information science, renewable energy, and other topics.
Dxplain	A computer programme designed to provide quick, easy access to a large database of signs and symptoms of different diagnoses, and to remind the user of disorders which might, in part, explain a set of clinical features entered by the user. DXplain is intended for use as a medical education and reference system and should not be used to make a medical diagnosis or to replace the judgment of a physician.
Earthquake Engineering Abstracts	Covers the literature of earthquake engineering and hazards mitigation, Produced by the National Information Service for Earthquake Engineering (NISEE), USA.
Ebrary	The ebrary database includes more than 60,000 full-text electronic books and reports from more than 200 major academic publishers. The collections cover topics in business, computer science, economics, education, engineering, history, the humanities, and the social sciences. In addition to full-text search capabilities, ebrary provides advanced tools for creating a personal reading list, highlighting text, and making annotations.
Econbase	Searchable database of articles in 32 Elsevier economic journals includes abstracts for past issues.
Econlit	Provides indexing and abstracting of a wide range of economics-related literature.
Education – line	Education-line is a freely accessible database of the full text of conference papers, working papers in the field of education and training. It has mostly (but not exclusively) British material.
EduSearch	EduSearch database contains more than 230 educational periodicals and hundreds of conferences and scientific symposia. It covers what was published in Arabic periodicals in the field of Education since 1950 till now.
Emerald	Provides Online access to over 100 Emerald journals. Subjects covered include management, HRM, marketing, librarianship, mechanical engineering, electronic and electrical engineering.
Engineering Village 2	Provides abstracts and citations for engineering and technical literature published worldwide from over 2,600 journals, conference proceedings, technical reports and monographs.
Entrez cross- database search	Entrez is a retrieval system for searching several linked databases. It provides access to: PubMed: The biomedical literature (PubMed); Nucleotide sequence database (GenBank); Protein sequence database; Structure: three-dimensional macromolecular structures; Genome: complete genome assemblies; PopSet: Population study data sets; Taxonomy: organisms in GenBank; OMIM: Online Mendelian Inheritance in Man.
Eric	ERIC is the premiere indexing and abstracting source for education and related disciplines. The database contains more than 950,000 abstracts of documents and journal articles on education research and practice.
Eric Digests	Provides full text to short reports (1,000-1,500 words) on topics of prime current interest in education. The digests are targeted specifically for teachers, administrators, policymakers, and other practitioners.

Food Science and Technology Abstracts (FSTA)	Provides access to the world literature on every aspect of food science, food products and food packaging, for all commodities. FSTA covers 1800 scientific journals as well as patents, books, conference proceedings, reports, pamphlets and legislation.
Geography	Indexes over 2000 primary geographical research journals; also indexes books, monographs, reports and theses. Areas covered include all areas of human and physical geography including demography, conservation, environment and international development issues
GlobalBooks in Print	Provides bibliographic information for over 5 million books, audio books, and video titles. Includes information on availability of titles from distributors and wholesalers, as well as information on out of print and forthcoming titles
GreenFILE	A freely accessible research database focusing on the relationship between human beings and the environment, with well-researched but accessible information on topics ranging from global warming to recycling to alternative fuel sources and beyond. Comprised of scholarly and general interest titles, as well as government documents and reports. The total number of records is approximately 295,000, and full text is provided for more than 4,600 records from open access titles.
Hadith Finder	The Hadith Finder is a searchable database of thousands of Hadiths from 9 important scholarly works of Hadith Ulema.
ICD9CM indexes	Software for viewing words and codes in ICD9, an international classification system which groups related disease entities and procedures for the purpose of reporting statistical information.
IEEE/IET Electronic Library (IEL)	Provides full-text PDF access to more than two million documents from over 1.6 million authors, including: 151 IEEE journals, magazines and transactions, 25 IET journals and magazines, IET conference titles, Proceedings from over 900 IEEE and IET annual conferences and more than 2,100 approved and published IEEE standards in key technology fields, with the option to add draft standards.
Index to legal Periodicals & Books	Indexes articles from more than 760 legal periodicals and more than 2000 law books. It covers all areas of jurisprudence, including recent court decisions, new legislation, and original scholarship.
Informa Healthcare Medical Ebooks Collection	Over 185 Medical Library Core Collection Titles published between 2008 and 2009.
Journal Citation Report (JCR)	Journal Citation Reports is a unique resource for journal evaluation, using citation data drawn from over 8,400 scholarly and technical journals worldwide. Journals in the areas of science, technology, and social sciences are covered in JCR.
Journal of American statistical Association	The Journal of the American Statistical Association is the primary journal published by the American Statistical Association, the main professional body for statisticians in the United States.
Journal of Business and Economic Statistics	The Journal of Business & Economic Statistics (JBES) has been published quarterly since 1983 by the American Statistical Association.
Jstor	JSTOR is a unique database that contains back issues of nearly 280 scholarly journals in many different subject areas as economics, history, political science, sociology, humanities, sciences and social sciences. The most recent 2-5 years of the published journals are not available in this database.

LexisNexis Academic	Provides access to a wide range of news, business, legal, and reference information in full-text. Court cases and statutes from all federal and state jurisdictions are included
LISTA	Information Science & Technology Abstracts (LISTA) is a free resource to anyone interested in libraries and information management. This world- class bibliographic database provides coverage on subjects such as librarianship, classification, cataloging, bibliometrics, online information retrieval, information management and more. LISTA indexes nearly 600 periodicals plus books, research reports, and proceedings.
LWW Doody's Essential Collection 2009	A collection of 50 medical and health sciences texts published by Lippincott Williams & Wilkins that are included on Doody's latest list of titles essential to a health sciences library collection.
MagillOnLiterature	Provides critical analyses and brief plot summaries of the most studied works in the history of literature. Includes information from 31 reference sets including 5 Masterplots titles, 14 Masterplots II titles, the 5-volume Cyclopedia of World Authors [rev. 3rd ed.], the 5-volume Cyclopedia of Literary Characters [rev 3rd ed], 10 years of Magill's Literary Annual, and Magill Book Reviews.
Mathematics Zentralblatt Math	Provides a comprehensive coverage of the international mathematical research literature. Coverage includes reviews of articles from more than 2,300 journals and serials, as well as books and conference proceedings.
MDConsult	MDConsult Core Collection includes the full text of 50 medical reference texts, 78 journals, more than 1000 practice guidelines, 3500 patient education handouts, and prescribing information for over 30,000 medications. Additional features include: Today in Medicine, What Patients Are Reading, In This Week's Journals, Clinical Topic Tours, Drug Updates, CME and Student Union (with practice case studies). **Coverage:** - **Access:** UAEU
MEDLINE / PubMed	MEDLINE / PubMed is the United States National Library of Medicine's (NLM) premier bibliographic database providing citations to biomedical literature in the following fields: medicine, nursing, dentistry, veterinary medicine, allied health, and the pre-clinical sciences. Coverage : Access: Free
MEDLINEplus	MEDLINEplus brings together authoritative information from NLM, the National Institutes of Health (NIH), and other government agencies and health-related organisations. Pre-formulated MEDLINE searches are included in MEDLINEplus and give easy access to medical journal articles. MEDLINEplus also has extensive information about drugs, an illustrated medical encyclopedia, interactive patient tutorials, and latest health news.
Merriam-Webster's Collegiate Dictionary	The leading online dictionary, Merriam-Webster's Collegiate Dictionary contains more than 75,000 definitions, including pronunciation guides and word histories.
Nasa Astrophysics Data System	Astrophysics Data Systems (ADS) consists of four searchable databases containing almost 4 million records: Astronomy and Astrophysics, Instrumentation, Physics and Geophysics, and preprints in Astronomy. Include links to scanned images of over 40,000 journal articles appearing in the major astronomy and astrophysics journals.
Ncjrs	contains summaries of more than 140,000 publications on criminal justice, including Federal, state, and local government reports, books, research reports, journal articles, and unpublished research.
Odlis	Online Dictionary of Library and Information Science is a hypertext reference resource for library and information science professionals, university students and faculty, and users of all types of libraries.

OMIM	A database of human genes and genetic disorders containing textual information, pictures, sequence and reference information.
OvidSP	Journals covering Clinical Medicine (23), Behavioral and Social Sciences (13), Life Sciences (1), and Nursing (2).
Oxford Journals Online	Provides full-text online access to 307 electronic journals published by the Oxford University Press. Disciplines covered are humanities, social sciences, and the sciences.
Oxford Reference Online	Includes over 1 million entries across 25 subject areas ~ everything from architecture to zoology. It offers the very best in quick reference information together with authoritative, in-depth articles by world-famous authors. It also offers excellent functionality, and a wide range of additional material such as maps, illustrations and timelines.
Oxford University Press medical collection	Covers 52 full text journals with 10 years of immediate back files. Included in the collection are prominent ranked number one journals such as Brain, Family Practice, JNCI, and Health Policy & Planning.
Philosophical Research Online	Includes indexing of about 20 online philosophy journals, 2 encyclopedias and 2 dictionaries. Searchable and Browsable by topic, author, and journal title.
Popline	Provides indexing and abstracts from books and journals and other materials for worldwide coverage of population, family planning, and related health issues.
Population Index	Provides journal articles, serial publications, working papers and other materials on population topics.
ProQuest Dissertations and Theses	The official digital dissertations archive for the Library of Congress and the database of record for graduate research. PQDT — Full Text includes 2.4 million dissertation and theses citations from around the world from 1861 to the present day together with 1 million full text dissertations that are available for download in PDF format.
PsycINFO	provides access to international literature in psychology and related disciplines. Unrivaled in its depth of psychological coverage and respected worldwide for its high quality, the database is enriched with literature from an array of disciplines related to psychology such as psychiatry, education, business, medicine, nursing, pharmacology, law, linguistics, and social work.
PubMed (MEDLINE)	MEDLINE / PubMed is the United States National Library of Medicine's (NLM) premier bibliographic database providing citations to biomedical literature in the following fields: medicine, nursing, dentistry, veterinary medicine, allied health, and the pre-clinical sciences.
PubMed central	The National Library of Medicine's (US) digital archive of life sciences journal literature. Access to the full text of articles in PMC is free, except where a journal requires a subscription for access to recent articles.
Regional Business News	A collection of full-text newswires that incorporates business news information from various regional and worldwide sources. Information provided by these sources covers business, economic, political and other diverse international news events.
Science Direct (Elsevier)	Offers access to over 2000 scientific, technical & medical peer-reviewed journals, covers a wide variety of subject areas and disciplines, including: Biochemistry, Biological science, Business and Marketing, Chemistry, Earth Sciences, Economics, Engineering, Environmental Sciences, Mathematics, Microbiology, Physics, Social Sciences.

Scirus	Searchable database of scientific resources found on the Web.
Social Science Research Network	composed of a number of specialised research networks in the social sciences. It contains information on over 70,100 scholarly working papers and forthcoming papers.
Springer clinical medicine collection	Contains 210 selected full-text journals dedicated to provide users with the most recent information and techniques in clinical medicine.
Toxnet	Collection of factual and bibliographical databases on oxicology, hazardous chemicals and related areas.
UAE Ministry of Health - Statistics Archive	Summary statistic available for years 2001 through 2006. Not all years are available in English.
Ulrich's International Periodicals Directory	Provides detailed information on serials published throughout the world. It covers all subjects, and includes publications that are published regularly or irregularly. It also provides purchasing and contact information for over 900,000 publishers in the world.
UNdata	Provides access to hundreds of statistical series for all countries and areas of the world, with descriptions of the international sources and methods used in compiling the data.
United Nations Official Document System (ODS)	ODS is the electronic repository for official documents published by the United Nations. The full text of documents is accessible in PDF or word processing format in all official languages of the United Nations--Arabic, Chinese, English, French, Russian and Spanish.
Unstats	Provides access to hundreds of statistical series for all countries and areas of the world, with descriptions of the international sources and methods used in compiling the data. The series can be accessed alphabetically, by sources or by topics. For each series international sources and definitions of terms are given.
Verse Finder	The Verse (Aya) Finder is a searchable database of the Holy Quran.
Visible Human Server	Allows users to view three dimensional models of human anatomy. In addition to viewing, you can rotate and extract cross sections from models.
Web of Knowledge	Provides multidisciplinary bibliographic access to scholarly journals. Consists of three separate databases: Science Citation Index Expanded, Social Sciences Citation Index, and Arts and Humanities Citation Index. Also includes Journal Citation Reports.
Web of Science	Includes Arts & Humanities Citation Index, Social Sciences Citation Index, and Science Citation Index. Contains the references cited by the authors of the journal articles they cover. A cited reference search enables you to find papers that cite a published work that you already know. In addition to cited reference searching, you can search by topic, author, or title.
Wiley Online Library	provides online full text access to 1400 journals. The journals cover a wide variety of disciplines including the health sciences, life sciences, medicine, physical sciences, psychology and the social sciences.
World Health Organization (WHO)	The WHO website offers: a health topic index, health reports, publications on travel and health, information concerning its projects and programmes across the globe, and statistical information
www.emiratilaw.com (English)	With the launch of the Emirati Legislations Encyclopedia in English language the reader will follow up and be updated of the Emirati legislations immediately upon issuance in English language for the first time on the Web Site, through translation from the Arabic official source.

www.mohamoon- uae.com (Arabic)	Provides reliable services to lawyers, advocates, legal counselors and others of similar competencies, through compiling the UAE legislations, schedules and amendments thereof and the legal commentaries and the likes, respectively in only one electronic encyclopedia of legislations. This encyclopedia is the first to be issued in the UAE or abroad as for comprehensiveness (inclusiveness), updating, and the easy multi-choices search and surfing. The source of this electronic Encyclopedia is the state official Gazette.

Document History

Version No	Date	Update Information	Approved By:
V 1.0	October 2017	Manual was created.	Vice-Chancellor
V2.0	January, 2021	**New policies developed based on 2019 Ministry Standards:** ▪ 7.1 Learning Support Services ▪ 7.9 Student Accommodation ▪ 9.1 Student Dress Code ▪ 9.2 Misconduct ▪ 12 EAU Staff Directory **Existing policies reviewed:** ▪ Introduction pages *(pictures updated)* ▪ 7.10 Catering *(few amendments)* ▪ 8.3 Car Park *(few amendments)* ▪ Section 9.6 Complaint Proceedings and Grievances *(added including academic dismissal)* ▪ Added section 10.4 Interactive E-Learning Policy	Vice-Chancellor
V2.1	December, 2021	**New policies added:** ▪ 5.2 Print Resources ▪ 5.3 E-Resources ▪ Staff Directory updated as per the EAU Website	Vice-Chancellor
V2.2	January 2022	▪ Sections 5.1 and 7.1 (updated the working hours to Monday – Friday)	Vice-Chancellor
V2.3	May, 2022	Changed the Faculty name in the Staff Directory (Section 11) from "Faculty of Aviation Studies and Business Management" to "Faculty of Aviation and Business Management"	University Council
V2.4	Oct, 2022	▪ Update manual with new academic year 2022-2023 ▪ Updated section 11 Staff Directory ▪ Changed the Faculty name in the Staff Directory (Section 11) from "Faculty of Aviation and Business Management" to "Faculty of Business Management"	Vice-Chancellor
V2.5	January, 2023	▪ Updated section 11 Staff Directory ▪ Introduced policy 6.13 Alumni Relations ▪ Updated policy 6.9 On campus Student accommodation Policy	Vice-Chancellor
V2.6	May, 2023	▪ Amendment in the course codes of sections 9.1 (The Postgraduate Programme Curriculum)	Vice-Chancellor
V3.0	Oct, 2023	▪ Handbook updated for 2023-2024 based on new EAU Strategy 2023-2028 ▪ Section 5.1 LRC working hours updated	Vice-Chancellor

V4.0	April, 2025	▪ Updated Curricula of the Master Programmes	Vice-Chancellor
V4.1	April, 2025	▪ Staff Directory Update	UCM