

Ministry of Education, High Education and Scientific Research  
Supervision and the calendar  
circle a guarantee of the quality and accreditation  
to divide Accreditation



# Academic program and course

## **the introduction:**

The educational program is considered a coordinated and organized package of academic courses that include procedures and experiences organized in the form of academic vocabulary, the main purpose of which is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market. It is reviewed and evaluated annually through internal or external audit procedures and programs such as the external examiner program.

The description of the academic program provides a brief summary of the main features of the program and its courses, indicating the skills that students are working to acquire based on the objectives of the academic program. The importance of this description is evident because it represents the cornerstone of obtaining program accreditation, and the teaching staff participates in writing it under the supervision of the scientific committees in the scientific departments.

This guide, in its second edition, includes a description of the academic program after updating the vocabulary and paragraphs of the previous guide in light of the latest developments in the educational system in Iraq, which included a description of the academic program in its traditional form (annual, quarterly), in addition to adopting the description of the academic program circulated according to the book of the Department of Studies T.M.3/2906 on 5/3/2023 regarding programs that adopt the Bologna Process as a basis for their work.

In this area, we can only emphasize the importance of writing descriptions of academic programs and courses to ensure the smooth conduct of the educational process.

### **Concepts and terminology:**

**Description of the academic program:**The academic program description provides a brief summary of its vision, mission, and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

**Course description:**It provides a necessary summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he has made the most of the learning opportunities available. It is derived from the program description.

**Program vision:**An ambitious picture for the future of the academic program to be an advanced, inspiring, motivating, realistic and applicable program.

**Program message:**It briefly explains the objectives and activities necessary to achieve them, and also identifies the program's development paths and directions.

**Program Goals:** They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

**Curriculum structure:** All courses/study subjects included in the academic program according to the approved learning system (semester, annual, Bologna track), whether it is a requirement (ministry, university, college, or scientific department), along with the number of study units.

**Learning Outcomes:** A compatible set of knowledge, skills and values that the student has acquired after successfully completing the academic program. The learning outcomes for each course must be determined in a way that achieves the program objectives.

**Teaching and learning strategies:** They are the strategies used by the faculty member to develop the student's teaching and learning, and they are plans that are followed to reach the learning goals. That is, it describes all curricular and extracurricular activities to achieve the learning outcomes of the programme.

**Academic program description form**

University Name: .....  
Faculty/Institute: .....  
Scientific Department: .....  
Academic or Professional Program Name: .....  
Final Certificate Name: .....  
Academic System: .....  
Description Preparation Date:  
File Completion Date:

Signature:  
Head of Department Name:

Signature:  
Scientific Associate Name:

Date:

Date:

Check the file before  
Division of Quality Assurance and University Performance  
Name of the director of the Quality Assurance and University  
Performance Division:  
the date  
the signature

**Authentication of the Dean**

### 1. رؤية البرنامج

تذكر رؤية البرنامج كما هو مذكور في نشرة الجامعة وموقعها الإلكتروني.  
ريادة عالمية في تعليم إدارة الأعمال

### 2. رسالة البرنامج

تذكر رسالة البرنامج كما هو مذكور في نشرة الجامعة وموقعها الإلكتروني.  
تقديم تعليم متميز للطلاب يركز على مهارات ومعارف وسلوكيات التخصص اجراء البحوث ذات صلة بتحديات الاعمال مع الالتزام بخدمة المجتمع وتعزيز الشراكات الاستراتيجية مع جميع القطاعات الانتاجية الخاصة والحكومية

### 3. اهداف البرنامج

- عبارات عامة تصف ما ينوي البرنامج او المؤسسة تحقيقه .
- 1\_ التعليم والتعلم : توفير مناهج متطورة تلبي احتياجات بيئة الاعمال المتغيرة .
  - 2\_ البحث العلمي :تشجيع البحث لمعالجة التحديات في مجال الاعمال والتركيز على تنمية مهارة الابداع والتفكير الناقد .
  - 3\_ التعاون : بناء شراكات مع القطاعين العام والخاص لتوسيع فرص التعليم .
  - 4\_ المسؤولية الاجتماعية : تعزيز الوعي باهمية الاخلاق والمسؤولية الاجتماعية وتعزيز التنمية المستدامة والريادة .
  - 5\_ التطوير المستمر : الاستجابة لمتطلبات الصناعية بتحديث المناهج واضافة كل مايتعلق بالتطوير التكنولوجي العالمي.
  - 6-التركيز على جودة التعليم بابعاده الثلاثة (جودة المنتج، جودة التدريسين ، وجودة التجهيزات )

### Program accreditation.1

Does the program have program accreditation? From which side?

### Other external influences.2

Is there a sponsor for the program?

### Program structure.3

comments *	percentage	Study unit	Number of courses	Program structure
				Enterprise requirements

				<b>College requirements</b>
				<b>Department requirements</b>
				<b>summer training</b>
				<b>Other</b>

\* Notes may include whether the course is core or elective.

<b>Program description .4</b>				
<b>Credit hours</b>		<b>Name of the course or course</b>	<b>Course or course code</b>	<b>Year/level</b>
<b>practical</b>	<b>theoretical</b>			

<b>Expected learning outcomes of the programme .5</b>	
<b>Knowledge</b>	
Statement of learning outcomes1	Learning Outcomes1
<b>Skills</b>	
Statement of learning outcomes2	Learning Outcomes2
Statement of learning outcomes3	Learning Outcomes3
<b>Value</b>	
Statement of learning outcomes4	Learning Outcomes4
Statement of learning outcomes5	Learning Outcomes5

<b>Teaching and learning strategies.6</b>
Teaching and learning strategies and methods adopted in implementing the program in general.

<b>Evaluation methods .7</b>
Implementing it in all stages of the program in general.

<b>education institution .8</b>						
<b>Faculty members</b>						
<b>Preparing the teaching staff</b>		<b>Special requirements/skills (if any)</b>		<b>Specialization</b>		<b>Scientific rank</b>
lecturer	angel			private	general	

<b>Professional development</b>
<b>Orienting new faculty members</b>
Briefly describes the process used to orient new, visiting, full-time, and part-time faculty at the institution and department levels.
<b>Professional development for faculty members</b>
Briefly describe the academic and professional development plan and arrangements for faculty members such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

<b>Acceptance standard.9</b>
<b>(Establishing regulations related to admission to the college or institute, whether central admission or others mentioned)</b>

<b>The most important sources of information about the program.10</b>
Remember briefly.



Program development plan .11

<b>Program skills chart</b>															
<b>Outputs Learning required from the program</b>												<b>Essential or optional?</b>	<b>name The decision</b>	<b>Code The decision</b>	<b>the year / the level</b>
<b>Value</b>				<b>Skills</b>				<b>Knowledge</b>							
<b>C4</b>	<b>C3</b>	<b>C2</b>	<b>C1</b>	<b>B4</b>	<b>B3</b>	<b>B2</b>	<b>B1</b>	<b>a4</b>	<b>a3</b>	<b>a2</b>	<b>a1</b>				

Please situation Signal in Squares the interview For outputs Learning Individuality from the program Submissive For evaluation ●

## Course description form

The decision .1	
st accounting	
The decision .2	
e chapter / the year .3	
e first/2023- 2024 / courses	
te Preparation this the description .4	
/1/2024	
Available attendance forms .5	
ctures Urbanism	
Number of study hours (total)/number of units (total) .6	
5 hours/3 units	
Name of the course administrator (if more than one name is mentioned) .7	
me: Laith Hussein Kazem Email :lthuss@gmail.com	
Course objectives .8	
<ul style="list-style-type: none"> <li>• enable the student to gain knowledge and understanding of the framework</li> <li>• Intellectual cost accounting</li> <li>• Producing the student to the basic concepts of cost accounting</li> <li>• importance in the business environment</li> </ul>	<p>Objectives of the study subject</p>
Teaching and learning strategies .9	
<ul style="list-style-type: none"> <li>• complete Accreditation on Ref the main For the material</li> <li>• accreditation on model Initialization Students For discussion</li> <li>• and assign them With an explanation some Paragraphs from</li> <li>• bject</li> </ul>	<p>strategy</p>

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Course structure .10

Evaluation method	Learning method	Unit name Or the topic	Required learning outcomes	hours	the week
Discussion	Lecture	Introduction to Accounting Costs		3	
Discussion and an exam weekly	Lecture and solve exercises	Concepts And Classification of Costs		3	
Discussion	Lecture	Elements Costs and methods Tab			
Discussion	Lecture	Job Costing and Job Cost Materials			
		Job Costing Cost Materials			
Discussion	Lecture	Job Costing Cost Materials			
Discussion	Lecture	Exam Monthly			

scussion	ture	ensorship nd accounting Cost the job			
scussion	ture	ensorship nd accounting Cost the job			
scussion	ture	ensorship nd accounting Cost the job			
scussion	cture	ensorship nd accounting Cost the job			11
scussion	cture	ensorship on st Services			12
scussion	ture	ensorship on st Services			13
scussion	ture	ensorship on st Services			
		am Monthly			

Course evaluation .11

Exams Editorial 2- Test verbal 3- Share requester in Solution Exercises 4- Exams Daily -1

Learning and teaching resources .12

counting Costs/ half Jasem Jubouri/ dition Nine /2022	quired textbooks (methodology, if any)
	in references (sources)
	Recommended supporting books and references (scientific journals, reports....)
	ctronic references, Internet sites

