

**Ministry of Higher Education and Scientific Research  
Scientific Supervision and Scientific Evaluation Apparatus  
Directorate of Quality Assurance and Academic Accreditation  
Accreditation Department**



# **Academic Program and Course Description Guide**

**2024**

## **Introduction:**

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

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

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

## **Concepts and terminology:**

**Academic Program Description:** 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:** Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

**Program Vision:** An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

**Program Mission:** Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

**Program Objectives:** 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 / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

**Learning Outcomes:** A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

**Teaching and learning strategies:** They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

### **Academic Program Description Form**

**University Name:** University

**Faculty/Institute:** ..Kut university College

**Scientific Department: Accounting**

**Academic or Professional Program Name: Bachelor's of Science in Accounting**

**Final Certificate Name: Bachelor's of Science in Accounting**

**Academic System: Courses**

**Description Preparation Date:**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date:**

**Signature:**

**Approval of the Dean**

**1. Program Vision**

Our vision stems from our knowledge of the requirements of society and the labor

market, which needs such a specialization that serves all sectors of the state and which no institution in society is without, for both the public and private sectors, and towards educational programs and research activities in excellence and advancement by keeping pace with everything new in accounting sciences.

## **2. Program Mission**

One of the main elements of the mission of the Accounting Department is to work to meet one of the most important goals on which the college was established, which is to qualify the student academically and scientifically in a manner that is completely consistent with the requirements of the labor market, to provide a distinguished educational environment, and for professors and instructors to conduct scientific research and provide services to the community by providing financial and accounting cadres and supporting them in various economic sectors.

## **3. Program Objectives**

Main objectives:

- 1\_ Design and develop curricula and terms of study for undergraduate studies to ensure the preparation of graduates according to the requirements of the labor market on the one hand and in line with international developments in the field of accounting on the other hand.
- 2\_ Preparing graduates academically and professionally and providing them with general and specialized knowledge according to international accounting and financial reporting standards in the field of accounting.
- 3\_ Maintaining academic and field communication with accounting departments in other universities at the local and international levels and enhancing areas of cooperation and coordination with professional organizations responsible for regulating the accounting profession locally and internationally.

#### 4. Program Accreditation

Is the program accredited? And by which authority? No

#### 5. Other external influences

Is there a sponsor for the program? No

#### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements				
College Requirements				
Department Requirements				
Summer Training				
Other				

\* This can include notes whether the course is basic or optional.

#### 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	Practical
The second stage 2023–2024				
1	Medium 1		3	2
2	Accounting applications 2		1	2
3	General Mathematics		1	2
4	Government 1		3	2
5	Business Law		2	
6	Arabic Language		2	
7	English		2	

	<b>Accounting 1</b>			
<b>8</b>	<b>Marketing and e-commerce</b>		<b>2</b>	
<b>9</b>	<b>Medium 2</b>		<b>3</b>	<b>2</b>
<b>10</b>	<b>Government 2</b>		<b>3</b>	<b>2</b>
<b>11</b>	<b>English Accounting 2</b>		<b>2</b>	
<b>12</b>	<b>Accounting For non-Profit organizations</b>		<b>2</b>	
<b>13</b>	<b>Computer accounting applications</b>		<b>1</b>	<b>2</b>
<b>14</b>	<b>Operations Research</b>		<b>1</b>	<b>2</b>
<b>15</b>	<b>Public Finance</b>		<b>2</b>	
<b>16</b>	<b>Baath Party Crimes</b>		<b>2</b>	

## 8. Expected learning outcomes of the program

<b>Knowledge</b>	
Providing basic knowledge in accounting sciences A.2 The ability to critically evaluate and apply relevant knowledge to solve problems or address issues within the field	Graduates have the ability to adapt to new developments in the cultural environment that require awareness and research. The student has basic knowledge in accounting disciplines in all its branches: finance, cost, control and auditing.
<b>Skills</b>	
Critical thinking Communicating concepts	The ability to identify the problem and analyze the details of the situation is a very important aspect of accounting science.  Taking into account the characteristics of accounting aspects in identifying ideas
Learning Outcomes 3	Learning Outcomes Statement 3
<b>Ethics</b>	
Professional Responsibility	Understand the professional, ethical and social issues related to the ethics of the accounting profession and demonstrate ethical behavior.
Integrity and professionalism	The student must demonstrate honesty, integrity and professional competence in all aspects of work, including taking responsibility for their



actions and maintaining confidentiality and cultural diversity.

## 9. Teaching and Learning Strategies

- 1– Explaining the scientific material to the students in detail.
- 2– Involving the students in solving mathematical problems
- 3– Discussion and dialogue about vocabulary related to the topic

## 10. Evaluation methods

Weekly, monthly, daily and end of semester exams.

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
Mr.Dr Hania Hamid Recorder	Accounting	Financial accounting			Staff	
A.M.D Sabreen cream balm	Accounting	Financial accounting				Lecturer
A.M.D Fayhaa Abdel Khaleq Yahya	Accounting	Cost and administrative accounting			Staff	
Dr. Faleh Majed Hassan	Accounting	Cost and administrative accounting			Staff	
Dr. Karim Kazem Jabr	Accounting	Accounting			staff	
Mr. Sajjad Talib Ali	Accounting	Accounting			staff	
Mr. Hossam Kamel Issa	Statistics	Statistics				

Mr. Zainah Hakat Abdel Moneim	Statistics	Statistics			staff	
Mr. Ghaith Rahman Taiban	Statistics	Statistics			staff	
Mr. Zainab Ghanem Jassim	Accounting	Accounting			staff	
Mr. Hassan Razzaq Kreidi	Accounting	Accounting			staff	
Mr. Naba Hussein Mohammed	Accounting	Accounting			staff	
Mr. Ali Mahmoud Alwan	Accounting	Accounting			staff	

### **Professional Development**

#### **Mentoring new faculty members**

Training new teachers in teaching culture and under the supervision of experienced senior teachers

#### **Professional development of faculty members**

Many training courses are held in addition to workshops and seminars.

### **12. Acceptance Criterion**

According to the central admission regulations in private universities

### **13. The most important sources of information about the program**

Central Admission Guide

Official Department Pages on the Internet

### **14. Program Development Plan**

1- Developing the culture of the teaching staff by holding workshops, seminars and conferences.

2- Seeking to qualify the program for national and international academic accreditation.

### Program Skills Outline

				Required program Learning outcomes													
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics					
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4		
2024-2025																	
The Second stage		Medium 1	Basic		/				/				/				
The Second stage		Accounting applications 2	Basic		/				/				/				
The Second stage		General Mathematics	Basic		/				/				/				
The Second stage		Government 1	Basic		/				/				/				
The Second		Business Law	Basic		/				/				/				

<b>stage</b>															
<b>The Second stage</b>		<b>English</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Accounting 1</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Marketing and e-Commerce</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Medium 2</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Govermm ent 2</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Accounting 2</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Accounting For non-Profit organizat</b>	<b>Basic</b>		/				/				/		

		ions													
<b>The Second stage</b>		<b>Computer accountions applicatio ns</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Operation s Research</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Public Finance</b>	<b>Basic</b>		/				/				/		
<b>The Second stage</b>		<b>Baath party Crimes</b>	<b>Basic</b>		/				/				/		

- Please tick the boxes corresponding to the individual program learning outcomes under evaluation.

