

# Academic Terminology

**Academic Affairs** One of the four major divisions of the University, headed by the Vice President and Provost, that focuses on educational needs of students.

**Academic Good Standing** A minimum cumulative grade point average of 2.00, which is required for continued enrolment in the University.

**Academic Year** The period commencing with the fall semester (16 weeks + final exams) and continuing through the spring semester (16 weeks + final exams) and summer term (8 weeks).

**Alumni** Individuals who have attended or graduated from a particular college or university.

**Board of Trustees** The governing body for Alfaisal University.

**Co-requisite** indicates a course that you must have satisfactorily enrolled in at the same time as the listed course.

**Credit Hour** A standard unit of measuring course work; credit hours are assigned to a particular course and count toward graduation, except in remedial courses. Typically, a course that meets for three hours a week is worth three credit hours.

**Cross-listed** Course offered by more than one department but treated as one course for credit purposes.

**Curriculum** A program of study covering the entire undergraduate or graduate career and designed to satisfy the requirement for a degree.

**Dean** The highest administrative officer of a college.

**Department Chairperson** An administrative officer holding faculty rank; responsible for the primary unit of academic organization.

**General Education Requirement** Student must take foundation courses in general subjects to obtain a baccalaureate degree.

**Grade Point Average (GPA)** The total number of grade points divided by the total graded semester hours attempted at Alfaisal University.

**Independent Study** Intensive study in a special area of the student's interest under the direction of a faculty member. Each individual investigation is to culminate in a comprehensive written report and/or examination and/or artistic project. A maximum of 3 semester hours may be applied toward graduation.

**Prerequisite** indicates a course that you must have satisfactorily completed before enrolling in the course.

**Professional Practice** Professional Practice consists of academic/career related work experiences completed for credit either on campus or at a place of business. They may or may not be salaried.

**Provost** The Vice President for Academic Affairs who is responsible for all academic matters.

**Recommendation** knowledge, skills, and the completion of courses and other requirements that may assist in a course, but are not required, are recommendations.

**Registrar** An academic unit that maintains academic records, awards transfer credit, and provides enrolment verification, transcripts, and course registration.

**Requirement** a mandatory criterion for enrolment in a course. For example, grade of C or higher in a beginning algebra course might be a requirement for a course.

**Semester** A semester at Alfaisal University is the 14-16-week offered each fall and spring.

**Seminar** A regular meeting of students, under the guidance of a faculty member, in which each conducts research and exchanges information, problems, and results through informal lectures, reports, and discussion.

**Student Affairs** One of the four major divisions of the University, headed by the Dean of Admission & Registration, Student Affairs that focuses on personal and non-academic needs of students.

**Syllabus** A document describing the objectives, outcomes, assessment activities, and structure of a course.

**Transcript** The University's official record of credit or degrees awarded, including the courses taken by a student and the grades received in each course.