Dear Students,

Welcome to AUC!

At last, you made it to The American University in Cairo after all the hard work and effort you exerted in school. Because we know that transitioning can sometimes be challenging, the Academic Advising Center (AAC) facilitates this phase of your life. The AAC assists by organizing the academic plan of your first semester at AUC and works on guiding you along the way until your graduation. One of AAC’s main objectives is to work on matching your aspirations with what you intend to study. This starts with the help we offer in planning your courses, but you will also find that your adviser is interested in knowing you as a person and accordingly will be able to refer you to other relevant resources on campus.

AUC is a University with many resources. This guide includes references to offices and centers on campus that you might want to explore, especially as an undeclared student. This publication attempts to bring together all the necessary information that may be useful to you, especially during your freshman year. It is advisable that you keep it as a reference even after your declaration because you will certainly need it in the future.

Always remember that the first years at AUC matter the most. Use them wisely to work toward your goals. Stretch your limits, as this is how you will stand out in the job market. Make use of AUC’s social life, activities, liberal arts education and state-of-the-art facilities, for these will help you become a well-rounded person.

Finally, and on behalf of everyone at AAC, I wish you a wonderful and fruitful journey at AUC.

Good Luck,

Noha Saada
WHO WE ARE

Academic advisers are responsible for the academic progress of freshman students and will advise them each semester until they officially declare their desired majors. We are here to help and support you in making the right academic decisions to excel in your field of interest.

WHAT ACADEMIC ADVISERS DO

• Advise and register undeclared students in courses during their first semester
• Inform students of the requirements and prerequisites for each major
• Guide students academically toward their preferred major
• Ensure that each freshman, regardless of his or her background, makes the best possible use of the University’s academic resources
• Empower students to make their own decisions by exploring their options
• Assist students to maximize educational opportunities by making the correct choices
• Help freshman students select courses according to their interests, goals and personal abilities
• Provide students with the help they need to be off probation
• Introduce students to liberal arts education
WHO WE ARE

WHAT WE DO NOT DO

• Have an opinion on professors
• Claim that a course is easy. An easy course is something personal and relative
• Drop/ add courses except during drop/ add week
THE UNDECLARED STUDENT’S JOURNEY

- Receive acceptance letter
- Schedule a follow up one-on-one session with your academic adviser
- Attend workshops to learn how to register online
- Register your courses online
- Book advising appointment
- Book online advising sessions each semester (summer/fall) (winter/spring)
- Make your schedule and register for courses with your academic adviser
- Attend group orientation
LIBERAL ARTS EDUCATION

Students learn across disciplines

Students are urged to liberate their minds
PROFESSIONAL BENEFITS
OF A LIBERAL ARTS EDUCATION

- Critical Thinking
- Communication Skills
- Decision Making
- Ability to Learn
- Creativity
THE CORE CURRICULUM

Major Capstone
Within the major
(3 cr.)

Capstone Level
6 cr. To be completed in the Senior Level

Humanities or Social Sciences
Course should be in a different discipline than the one in Pathways Two
(3 cr.)

Arab World Studies
(3 cr.)

Global Studies
(3 cr.)

Arab World Studies
(3 cr.)

Pathways Two:
Cultural Explorations
must be in a different discipline than course selected for secondary level in HU/SS
(3 cr.)

Philosophical Thinking
(3 cr.)

Freshman Level
22 cr. to be completed in first 3 semesters

RHET 1010 CORE 1010
Tandem Courses (taken concurrently, dropping one drops the other)
(6 cr.)

RHET 1020 LALT 1020
Taken concurrently after completing RHET1010 and Core1010
(3 cr.)

Scientific Thinking
(3 cr.)

Pathways One: Scientific Encounters
Science students are exempt Actuarial Science students take 1 cr. lab only
(4 cr.)

(18-19 cr for science students, to be completed in first 4 semesters)
DECLARATION OF MAJOR

Each major requires:

- A certain amount of credits
- A Grade Point Average (GPA) set by the department
- Specific courses
- Interviews and portfolios

*Declaration of major should be before your junior year.*
ACADEMIC LOAD / SEMESTER

Fall and Spring
12 - 16 credits

Regular Summer Session
6 - 7 credits

Winter Session
3 - 4 credits

Accelerated Summer Session
3 - 4 credits
# Grades Lead to Your GPA

**(Grade Point Average)**

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<tr>
<th>Grades</th>
<th>Points</th>
<th>Description</th>
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<tr>
<td>A</td>
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<tr>
<td>A-</td>
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<td>B+</td>
<td>3.3</td>
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<tr>
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<tr>
<td>C</td>
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<td>C-</td>
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<tr>
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### GPA CALCULATION EXAMPLE:

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<th>CREDITS</th>
<th>GRADE</th>
<th>QUALITY POINTS</th>
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<tbody>
<tr>
<td>RHET 1010</td>
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<td>B (3.0) = 9</td>
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<td>Core 1010</td>
<td>3</td>
<td>B+ (3.3) = 9.9</td>
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<tr>
<td>Sci 1020</td>
<td>3</td>
<td>A (4.0) = 12</td>
<td></td>
</tr>
<tr>
<td>Biol 1010</td>
<td>3</td>
<td>B (3.0) = 9</td>
<td></td>
</tr>
<tr>
<td>Biol Lab</td>
<td>1</td>
<td>C (2.0) = 2</td>
<td></td>
</tr>
<tr>
<td>Cultural Exploration Course</td>
<td>3</td>
<td>A (4.0) = 12</td>
<td></td>
</tr>
</tbody>
</table>

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| 16 | 53.9 |

GPA = 53.9/16 = 3.36
PATH TO GRADUATION

- **core curriculum**
- **complete major concentration courses**
- **complete elective or minor courses**
- **complete collateral courses required by your major**
OPTIONS YOU CAN USE IF YOU ARE NOT DOING WELL IN A COURSE DURING THE SEMESTER

- Talk to your professor
- Incomplete
- Difficulty in a course
- Drop the course
- Withdrawal
FAILED IN A COURSE

Can’t REPEAT same course TWICE!

5 REPEAT forms allowed OVERALL

Course Repeat expires after two years.
IMPORTANT LINKS

**AUC Mail** mail.aucegypt.edu

**AUC Student Portal** my.aucegypt.edu or www.aucegypt.edu. Click on current students and enter your AUC email username and password.
* The AUC student portal gives you access to various services like email, chat, course material (blackboard), course registration (web for students), announcements and many more.

**Banner Self Service** ssb.aucegypt.edu:4444/PROD/twbkwbis.P_WWWLogin. Enter your AUC email username and password or access through the student portal.
* Web for students: Registrar services, including course registration, grades, transcripts, and more.

**Blackboard** blackboard.aucegypt.edu. Enter your student ID and password or access through the student portal.
* Course material, assignment(s), grades and more.

You are expected to have an idea about what you would like to study. You may visit AUC’s **online catalog** at http://catalog.aucegypt.edu to learn more about the offered majors.

Use the **GPA calculator** to keep track of your academic performance at my.aucegypt.edu/GPACal.html.