

بوليتكنك البحرين
Bahrain Polytechnic

Registration Instructions

Semester 2, 2016 - 2017

إرشادات التسجيل

للفصل الدراسي الثاني من السنة الأكاديمية

2017 – 2016

Table of Contents

Registration and payment process.....	3
Foundation and Degree students.....	3
Registering for more than 65 credits.....	3
Fee Payment	4
For help or advise about fees.....	5
Online Registration Starts (by programme).....	6
Study Plan: Degree courses by Programme for Semester 2, 2016-2017.....	7
Year 1 in Engineering.....	16
Foundation required courses.....	19
Attendance	20
Midterm and Final exams timetable for ICT	22
How to check your fees balance	24
Pay your fees online	26
How to plan your timetable.....	29
Description of Degree Electives	32
Error messages and what they mean.....	35
Timetable Planner	37

Disclaimer: All information is correct at the time of publishing. Changes may be made to the information, scheduled classes or tutors as requested by Faculty or due to other constraints.

تنويه: تعتبر جميع المعلومات صحيحة حتى وقت النشر. قد تطرأ تغييرات على المعلومات المطروحة، أو على المقررات أو المدرسين إذا ما طلبت الكلية هذا التغيير أو بسبب أي ظروف أخرى.



Registration and payment process	إجراءات التسجيل ودفع الرسوم الدراسية
<p>All students MUST register for courses and pay fees OR apply for a Leave of Absence before the end of week 1.</p> <p>Please see the Academic Calendar on the Website for all key dates.</p> <p>Based on HEC instructions, the student is not allowed to register in two or more different programmes simultaneously whether in Bahrain Polytechnic or in any other institutes.</p>	<p>على جميع الطلبة تسجيل المقررات الدراسية ودفع الرسوم الدراسية أو التقدم بطلب تأجيل الدراسة لمدة فصل أو فصلين دراسيين قبل نهاية الأسبوع الأول من بدأ الدراسة.</p> <p>الرجاء الاطلاع على التقويم الأكاديمي في الموقع الإلكتروني طبقاً لتعليمات مجلس التعليم العالي فإنه لا يسمح للطلبة بالتسجيل في برنامجين مختلفين أو أكثر سواء في بوليتكنك البحرين أو أي مؤسسات تعليمية أخرى.</p>
Foundation and Degree students	طلبة برامج التمهيدي والباكالوريوس
<p>Foundation and Degree students must register themselves for classes online. Registration opens by programme (see the timing below) and ends 23rd February 2017.</p> <ol style="list-style-type: none"> 1. Check the list of courses you should register in (from page 13) and/or see your Academic Advisor. 2. Check the Class Schedule on Self Service Banner (SSB) from 2nd February 2017 <ul style="list-style-type: none"> o Choose more than one option (CRN). 3. Plan your timetable using the table on page 21. 4. Check your account balance on SSB and pay fees (see Fee payment below). Fees are due before 2pm on 2 March 2017. Late payment of fees will result in a fine. <p>Note: Course codes for Semester 1, Academic Year 2016/2017 have been changed; check Degree Course by Programme section for more details.</p>	<p>على جميع طلبة برامج التمهيدي و البكالوريوس تسجيل المقررات ذاتياً عن طريق نظام الخدمة الذاتية SSB. التسجيل حسب البرنامج في الأوقات المحددة (كما هو مبين في الجدول ادناه) وينتهي بتاريخ 23 فبراير 2017.</p> <ol style="list-style-type: none"> 1. يجب التحقق من المقررات الدراسية التي يجب التسجيل بها لهذا الفصل الدراسي (كما هو مبين في صفحة 13) أو مقابلة المرشد الأكاديمي. 2. التحقق من أوقات المقررات الدراسية عن طريق Class Schedule عبر برنامج الخدمة الذاتية SSB اعتباراً من 2 فبراير 2017. <ul style="list-style-type: none"> - اختيار أكثر من CRN واحد لكل مقرر حتى يكون هناك خيارات بديلة في حال كانت المجموعات الدراسية ممتلئة. 3. تخطيط الجدول الدراسي باستخدام الجدول الموجود في صفحة 21. 4. تأكد من رسوم التسجيل في (account balance) من خلال نظام الخدمة الذاتية SSB (كما هو مبين في فقرة الرسوم). آخر يوم لدفع الرسوم الدراسية قبل الساعة 2 ظهراً بتاريخ 2 مارس 2017. ستحتسب رسوم اضافية في حالة تأخر الدفع. <p>ملاحظة: لقد تم تغيير رموز المقررات الدراسية ابتداءً من الفصل الأول من 2016-2017، لمزيد من التفاصيل الرجاء الاطلاع على المقررات الدراسية المطروحة.</p>
Registering for more than 65 credits	تسجيل أكثر من 65 ساعة معتمدة في الفصل الدراسي
<p>All students can register up to 65 Credits if they are not on Probation.</p> <p>Students can register up to 75 Credits IF:</p> <ul style="list-style-type: none"> o their programme structure requires it; o they have a CGPA of 3 or higher, OR o are eligible to graduate in that semester. <p>You must submit an "Application to Increase Semester Credits" form to the SIC at least one full working day prior to your Programmes registration release date and time to be processed. Late applications will be processed. No guarantee of a place in any class is given.</p>	<p>يمكن للطلبة المنتظمين في بوليتكنك البحرين تسجيل 65 ساعة معتمدة كحد أقصى إذا لم يكن الطالب تحت الإنذار الأكاديمي.</p> <p>يجب أن تتوفر الشروط التالية في الطلبة الراغبين في تسجيل 75 ساعة معتمدة:</p> <ul style="list-style-type: none"> • إذا كانت المقررات المطلوبة من متطلبات انهاء البرنامج. • أن لا يقل المعدل التراكمي عن 3 أو أكثر. • أن يكون مؤهلاً للتخرج في نهاية الفصل الذي يرغب في التسجيل فيه. <p>يجب على الطلبة استكمال استمارة "طلب زيادة الساعات المعتمدة للفصل الدراسي" وتقديمها إلى مركز معلومات الطلبة قبل يوم عمل واحد على الأقل من بدء التسجيل الخاص بالبرنامج. سيتم زيادة عدد الساعات إذا تمت الموافقة، في حين لا يوجد ضمان لوجود مقاعد شاغرة في المقررات في حالة تقديم الطلب متأخراً.</p>



Registration Notes	ملاحظات
<ul style="list-style-type: none"> ○ Programme Managers or Head of School advise if the tutors name is entered in Banner or not. ○ Changes may be made to class timing and tutor as required by Faculty. ○ Registration in a class is based on the class capacity. Seats are limited, see SSB. ○ Bahrain Polytechnic reserves the right to unenrol students from courses that have limited seats and are not a requirement. 	<p>- مدير البرنامج أو رئيس القسم الأكاديمي هو من يقرر إظهار أسماء المدرسين لكل مقرر أو عدمه.</p> <p>- التغييرات ممكن أن تطرأ على وقت المحاضرات أو أسماء المدرسين بحسب التغييرات المطلوبة من الكلية.</p> <p>- التسجيل في المجموعات الدراسية بناءً على الطاقة الاستيعابية في الفصل الدراسي. عدد المقاعد محدود (انظر SSB).</p> <p>- تحتفظ بوليتكنك البحرين بالحق في إلغاء تسجيل الطلبة من بعض المقررات ذات المقاعد المحدودة وغير المطلوبة في الخطة الدراسية.</p>
Fee Payment	دفع الرسوم الدراسية
<p>Students who have completed registration, can pay course fees by ATM or Credit card to the Finance Directorate from 9am to 2.00pm in Building 11.114.</p> <ul style="list-style-type: none"> ○ ALL fees must be paid in full before 2.00pm 2 March 2016. ○ Students with unpaid fees after 2 March 2017 will have a late fee applied. Outstanding fees may be paid during the grace period from 5 to 9 March 2017. ○ From 12 March 2016, any unpaid course fees will result in the course registration being dropped; a Finance Hold will be placed on the student account and ALL fees remain due and must be paid in full. <p>All fees must be paid in full before the student can continue their study in the next semester.</p> <p>Online Payment</p> <p>Students can pay their fees online starting from:</p> <ul style="list-style-type: none"> ○ Online payment will be open from 7 February at 9am until 2 March at 2pm. ○ Students with unpaid fees after 2 March 2017 will have a late fee applied. Outstanding fees may be paid during the grace period from 5 March at 12pm to 9 March 2017 at 2:00pm. ○ Note: Online payment will be close every day from 2pm to 3pm. 	<p>بعد استكمال التسجيل، يمكن للطلبة دفع الرسوم الدراسية عن طريق استخدام بطاقة الصراف الآلي أو بطاقة الانتماء لقسم المالية من الساعة 9 صباحاً وحتى 2:00 ظهراً في مبنى 11 مكتب رقم 114.</p> <p>- يجب دفع الرسوم بالكامل قبل الساعة 2:00 من ظهر الخميس الموافق 2 مارس 2017.</p> <p>- بعد تاريخ 2 مارس 2017، ستضاف رسوم تأخير على الطلبة في حالة عدم استكمالهم لعملية دفع الرسوم في الوقت المحدد، ويمكن دفع الرسوم مع المتأخرات خلال الفترة ما بين 5 إلى 9 مارس 2017.</p> <p>- اعتباراً من تاريخ 12 مارس 2017، سيتم حذف المقررات المسجلة التي لم يتم تسديد الرسوم الدراسية والمتأخرات في الوقت المحدد؛ وسيتم وضع قيد مالي على سجل الطالب الى حين سداده للرسوم والمتأخرات المطلوبة بالكامل.</p> <p>يجب دفع جميع الرسوم الدراسية، بما في ذلك رسوم المتأخرات بالكامل قبل بدء الدراسة في الفصل الدراسي المقبل.</p> <p>دفع الرسوم إلكترونياً</p> <p>بإمكان الطلبة دفع الرسوم الدراسية إلكترونياً من:</p> <p>- تاريخ 7 فبراير الساعة 9 صباحاً الى 2 مارس 2017 الساعة 2:00 ظهراً.</p> <p>- بعد 2 مارس 2017، ستضاف رسوم تأخير على الطلبة في حالة عدم استكمالهم لعملية دفع الرسوم في الوقت المحدد، ويمكن دفع الرسوم مع المتأخرات ما بين 5 مارس الساعة 12 ظهراً إلى 9 مارس 2017 الساعة 2:00 ظهراً.</p> <p>- ملاحظة: سيغلق الدفع الإلكتروني يومياً من الساعة 2 إلى 3 ظهراً.</p>



<p>Scholarship students repeating courses are required to pay for those courses before the closing date. See Scholarships Coordinator in 8.07 for more information.</p>	<p>على طلبة البعثات دفع رسوم المقررات الدراسية التي رسبوا فيها قبل التاريخ المحدد للدفع. لمزيد من المعلومات الرجاء مراجعة منسق شؤون البعثات والمنح في مبنى/ مكتب 8.07</p>
<p>For help or advise about fees</p> <p>See the Student Services Staff in building 19 if you need any advice or help <u>BEFORE your fees are due</u>: Student Affairs Department in 19.127, or in 19.126 or in 19.125. Extensions for fee payment are not normally given.</p> <p>Fee exemption Applications for fee exemption starting Semester 1, 2017-18 will be announced during month of March. Please see the scholarships coordinator in room 8.07 for any further information.</p>	<p>لطلب المساعدة أو النصيحة لدفع الرسوم</p> <p>على الطالب مراجعة وطلب مساعدة من إدارة الخدمات الطلابية في مبنى رقم 19 في حالة عدم قدرته على دفع الرسوم قبل موعد استحقاق الرسوم: قسم شؤون الطلبة (رقم المكتب 19.127 أو 19.126 أو 19.125). في العادة لا يسمح بتمديد فترة الدفع.</p> <p>الإعفاء من الرسوم الدراسية خلال شهر اكتوبر سيتم الاعلان عن فترة التقديم للإعفاء من دفع رسوم الفصل الدراسي الاول 2017-2018 شهر مارس. ولمزيد من المعلومات الرجاء مراجعة منسق شؤون البعثات والمنح في مبنى/مكتب 8.07.</p>

Online Registration Starts (by programme) التسجيل بحسب التخصص

Programme	Students	Registration opens
Web Media and Visual Design	All students	Tuesday, 7 Feb 2017 at 9.00am
ICT	Working Students Students with long term illness	Tuesday, 7 Feb 2017 at 11.00am
	All students	Wednesday, 8 Feb 2017 at 9.00am
Logistics	Working Students Students with long term illness	Tuesday, 7 Feb 2017 at 11.00am
	Earned Credits 360 and more	Wednesday, 8 Feb 2017 at 10.00am
	Earned Credits 245 and more	Wednesday, 8 Feb 2017 at 12.00pm
	Earned Credits 125 and more	Wednesday, 8 Feb 2017 at 2.00pm
	All students	Thursday, 9 Feb 2017 at 9.00am
Business	Working Students Students with long term illness	Thursday, 9 Feb 2017 at 11.00am
	Earned Credits 345 to 540	Sunday, 12 Feb 2017 at 9.00am
	Earned Credits 300 to 340	Sunday, 12 Feb 2017 at 11.00am
	Earned Credits 220 to 295	Sunday, 12 Feb 2017 at 1.00pm
	Earned Credits 110 to 215	Monday, 13 Feb 2017 at 9.00am
	Earned Credits 0 to 105	Monday, 13 Feb 2017 at 11.00am
Engineering	All students	Tuesday, 14 Feb 2017 at 9.00am
Foundation (CAP)	All students	Wednesday, 15 Feb 2017 at 9.00am
Electives	Earned Credits 360 and more	Wednesday, 15 Feb 2017 at 12.00pm
	All Degree students	Thursday, 16 Feb 2017 at 10.00am Note: Online Registration will be close for all programmes from 8 to 9.59 am
For Help!		للمساعدة
<ul style="list-style-type: none"> ➤ See your Academic Advisor. ➤ General enquires - Building 8, Student Information Centre counter from 9am to 3pm. ➤ Labs are open from 9am to 3pm: <ul style="list-style-type: none"> ○ degree students: 5.19 and 5.20 ○ Foundation students: 19.112. 		<ul style="list-style-type: none"> ○ الرجاء مراجعة المرشد الأكاديمي. ○ للرد على الاستفسارات العامة عن التسجيل (حذف أو إضافة) يمكن مراجعة مركز معلومات الطلبة في المبنى رقم 8 من الساعة 9 صباحاً حتى 3 ظهراً. ○ مختبرات الحاسوب مفتوحة من الساعة 9 صباحاً حتى 3 ظهراً ● طلبة التخصص في مبنى رقم 5، مختبر 5.19 ومختبر 5.20. ● طلبة التمهيدي 19.112 من الساعة 9 صباحاً حتى الساعة 3 ظهراً.

Study Plan: Degree courses by Programme for Semester 2, 2016-2017

المقررات الدراسية المطروحة لطلبة التخصص للفصل الدراسي الثاني من العام الأكاديمي 2016-2017

Notes:

The following information was provided by Faculty. If you have any questions please see your Programme Manager or Academic Advisor.

If you failed courses last semester, see your Academic Advisor before you register for any courses.

Pre-requisites for some courses have been changed; check **Class Schedule** in SSB for more details.

*Linked courses - you must follow the instructions on SSB

Students commencing study at Bahrain Polytechnic and/or a Bachelor's degree from September 2015 may be required to complete 30-45 credits of National Requirements as part of the Higher Education Council's regulations subject to availability of resources, based on the approved study plan.

Bachelor of International Logistics Management (IL701)			
Year 1 - Semester 1		Year 1 - Semester 2	
IT6009	Intro to Information Systems	TL6302	Intro to Supply Chains & Procurement
TL6303	Humanitarian Aid & Disaster Relief Logistics	TL6000	International Transport Geography
TL6300	Managing in the T&L Environment	TL6001	Freight & Warehouse Operations
EL5001	Introduction to English Communication (for BILM)	EL5002	Introduction to English Communication 2 (for BILM)
Year 2 - Semester 1		Year 2 - Semester 2	
TL7001*	International Transport Law	BU6005	Intro to Accounting
EL6901*	English for Specific Purposes 3 (for BILM)	TL7202	Maritime Shipping Systems and Practices
-	BILM Option / Other Elective	EL6902	English for Specific Purposes 4 (for BILM)
-	BILM Option / Other Elective	-	BILM Option / Other Elective
Year 3 - Semester 1		Year 3 - Semester 2	
TL7303*	Urban Public Transport	TL7009*	Research Methodologies for Transport and Logistics
-	BILM Option / Other Elective	-	BILM Option / Other Elective
-	BILM Option / Other Elective	-	BILM Option / Other Elective
-	BILM Option / Other Elective	-	BILM Option / Other Elective
Year 4 - Semester 1		Year 4 - Semester 2	
TL8002*	Transport and Energy	TL8501*	Industry-Based Project
TL8003*	Transport and Communication		
-	BILM Option / Other Elective		
-	BILM Option / Other Elective		
IL701 Options			
TL7000*	Economics and Finance		
TL7003*	Logistics Operations Management ⁺		
TL7200*	International Transport Organisations		
TL7201*	International Air Cargo		
TL7301*	Inventory and Warehouse Management ⁺		
TL7300*	Passenger Transport Management ⁺		
TL8302	Supply Chains and Risk Management		
TL8401*	Aviation Security		
Important: Pre-requisites apply for courses marked with *, check SSB for details			
Courses mark with an ⁺ contain an <u>external</u> exam (or exams)			



Bachelor of Information and Communications Technology (IT701 & ICT8000)

Year 1 - Semester 2

IT6005	Database Systems 1		
IT6003	Networks and Data Communications 1		
IT6008	Computer Programming 1		
EL5002	Introduction to English Communication 2 (for ICT)		

Year 2 - Semester 2

IT7003	Networks and Data Communications 2	IT7004	Operating Systems and Platforms
IT7005	Database Systems 2	EL6902	English for Specific Purposes 4 (for ICT)
IT7008	Computer Programming 2		

Year 3 - Semester 2

IT8118	Advanced Programming		
IT8212	Cloud Computing		
IT8313	Mobile Communication		
IT8415	Database Programming 2		
IT7006	Object Oriented Design		

Year 4 – Semester 1

Year 4 – Semester 2

IT7099*	IT Project supervision	IT8199*	Cooperative Learning Project (Programming)
IT7099*	Project management workshop	IT8299*	Cooperative Learning Project (MIS)
IT7099*	Technical Writing workshop	IT8399*	Cooperative Learning Project (Networking)
IT7099*	Communication workshop	IT8499*	Cooperative Learning Project (Database)

Electives

IT6009	Intro to Information Systems		
GS6202	Work Placement		

Important: Pre-requisites apply for courses marked with *, check SSB for details

Bachelor of Visual Design (BD701)

Year 1 - Semester 2

Year 2 - Semester 2

VC6101	Visual Design II: Typography	VIB6201	Visual Design IV: Branding and Branding Methods
VC6103	Computer Practical II: Layout Principles and Graphic Design	VIB6203	Computer Practical IV: Digital Type & Type in Motion
VC5901	Digital Photography Basics	EL6902	English for Specific Purposes 4 (for Visual Design)
EL5002	Introduction to English Communication 2 (for Visual Design)		

Year 3 - Semester 2

Year 4 - Semester 2

	Courses not offered	VC8301	Visual Design 6: Portfolio Preparation and Design
--	----------------------------	--------	---

Studio Options

VC6911	Poster Design	VC8914	Advanced Publication Design
VC7910	The Power of Advertising	VC8916	User Experience Projects



BBS8010 Bachelor of Business (Marketing)

Year 1 - Semester 1			Year 1 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU6001	BSB5001	Not being offered in 2016-17S2	BU6006	BSB5006	Quantitative Business Methods
BU6005	BSB5005	<i>Being offered in 2016-17S2 with priority to IL students</i>	BU6007	BSB5007	Introduction to Economics
BU6008	BSB5008	Not being offered in 2016-17S2	Elective		15 credits elective
EL5001	ELB4902		EL5002*	ELB4902	Introduction to English Communication 2 (for Business)
Year 2 - Semester 1			Year 2 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU6004	BSB5004	Being offered in 2016-17 S2 with priority to 34 students from intake in 201516 S2	BU6011	BSB5011	Business Research Methods
BU6009	BSB5009	Not being offered in 2016-17S2	BU7002*	BSB6002	Human Resource Management
BU6010	BSB5010	Not being offered in 2016-17S2	BU7003	BSB6003	Business Law
EL6901*	ELB5901		EL6902*	ELB5902	English for Specific Purposes 4 (for Business)
Year 3 - Semester 1			Year 3 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU7101*	BSB6101	Integrated Marketing Comm	BU6012	BSB5012	Project Management
BU7102*	BSB6102	Digital Marketing	BU7100*	BSB6100	Services Marketing
BU7103*	BSB6103	Marketing Research	BU7104*	BSB6103	Social Media Marketing
Elective			BU8103*		Brand Management
			BU8104*		Advanced Digital Marketing
			Elective		15 credits elective
Year 4 - Semester 1			Year 4 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
BU8101*	BSB7101	Marketing Management	BU8199*	BSB7099	Industry Project: Marketing
BU8102*	BSB7102	Marketing Planning			
Elective		15 credits elective			
Elective		15 credits elective			
Important: Pre-requisites apply for courses marked with *, check SSB for details Course code with ** Workshop and seminar must enrol in both.					

BBS8020 Bachelor of Business (Management)					
Year 1 - Semester 1			Year 1 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU6001	BSB5001	Not being offered in 2016-17S2	BU6006	BSB5006	Quantitative Business Methods
BU6005	BSB5005	<i>Being offered in 2016-17S2 with priority to IL students</i>	BU6007	BSB5007	Introduction to Economics
BU6008	BSB5008	Not being offered in 2016-17S2	Elective		15 credits elective
EL5001	ELB4902		EL5002*	ELB4902	Introduction to English Communication 2 (for Business)
Year 2 - Semester 1			Year 2 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU6004	BSB5004	Being offered in 2016-17 S2 with priority to 34 students from intake in 201516 S2	BU6011	BSB5011	Business Research Methods
BU6009	BSB5009	Not being offered in 2016-17S2	BU7002*	BSB6002	Human Resource Management
BU6010	BSB5010	Not being offered in 2016-17S2	BU7003	BSB6003	Business Law
EL6901*	ELB5901		EL6902*	ELB5902	English for Specific Purposes 4 (for Business)
Year 3 - Semester 1			Year 3 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU7200*	BSB6200	Not being offered in 2016-17S2	BU6012	BSB5012	Project Management
BU7201*	BSB6201	Not being offered in 2016-17S2	BU7202*	BSB6202	Organisational Behaviour
Elective		15 Credit Elective	BU7204*		Improving Quality in the Workplace
Elective		15 Credit Elective	BU7205*		New Ventures
			BU8200*	BSB7200	International Business
			Elective		15 credits elective
Year 4- Semester 1			Year 4 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU7203*	BSB6203	Leadership	BU8099*	BSB7099	Industry Project
BU8202*	BSB7202	Strategic Management			
BU8203*	BSB7203	Enterprise Development			
Elective		15 credits elective			
Important: Pre-requisites apply for courses marked with *, check SSB for details Course code with ** Workshop and seminar must enrol in both.					



BBS8030 Bachelor of Business (Banking & Finance)

Year 1 - Semester 1				Year 1 - Semester 2			
Course Code	Previous Code	Course Name / Comment		Course Code	Previous Code	Course Name / Comment	
BU6001	BSB5001	Not being offered in 2016-17S2		BU6006	BSB5006	Quantitative Business Methods	
BU6005	BSB5005	<i>Being offered in 2016-17S2 with priority to IL students</i>		BU6007	BSB5007	Introduction to Economics	
BU6008	BSB5008	Not being offered in 2016-17S2		Elective		15 credits elective	
EL5001	ELB4902			EL5002*	ELB4902	Introduction to English Communication 2 (for Business)	
Year 2 - Semester 1				Year 2 - Semester 2			
Course Code	Previous Code	Course Name / Comment		Course Code	Previous Code	Course Name / Comment	
BU6004	BSB5004	Being offered in 2016-17 S2 with priority to 34 students from intake in 201516 S2		BU6011	BSB5011	Business Research Methods	
BU6009	BSB5009	Not being offered in 2016-17S2		BU7002*	BSB6002	Human Resource Management	
BU6010	BSB5010	Not being offered in 2016-17S2		BU7003	BSB6003	Business Law	
EL6901*	ELB5901			EL6902*	ELB5902	English for Specific Purposes 4 (for Business)	
Year 3 - Semester 1				Year 3 - Semester 2			
Course Code	Previous Code	Course Name / Comment		Course Code	Previous Code	Course Name / Comment	
BU7300	BSB6300	Not being offered in 2016-17S2		BU6012	BSB5012	Project Management	
Or	BU7301*	BSB6301	Not being offered in 2016-17S2	BU7302*	BSB6302	Investment & Portfolio Management	Select one L7 course
	BU7303*	BSB6303	Not being offered in 2016-17S2	BU7304*		Social Business	
BU7400*	BSB6400	<i>Being offered in 2016-17S2</i>		BU8302*	BSB7302	International Finance	Select one L8 course
Elective		15 Credit Elective		BU8303*	BSB7303	Islamic Finance II	
Elective		15 Credit Elective		Elective		15 credits elective	
Year 4 - Semester 1				Year 4 - Semester 2			
Course Code	Previous Code	Course Name / Comment		Course Code	Previous Code	Course Name / Comment	
BU7302*	BSB6302	Investment & Portfolio Management	Select one L7 course				
BU7303*	BSB6303	Islamic Finance I					
BU8300*	BSB7300	Financial Risk Management	Select two L8 courses				
BU8302*	BSB7302	International Finance					
BU8303*	BSB7303	Islamic Finance II					
Elective		15 credits elective					
Important: Pre-requisites apply for courses marked with *, check SSB for details Course code with ** Workshop and seminar must enrol in both.							



BBS8040 Bachelor of Business (Accounting)

Year 1 - Semester 1			Year 1 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU6001	BSB5001	Not being offered in 2016-17S2	BU6006	BSB5006	Quantitative Business Methods
BU6005	BSB5005	<i>Being offered in 2016-17S2 with priority to IL students</i>	BU6007	BSB5007	Introduction to Economics
BU6008	BSB5008	Not being offered in 2016-17S2	Elective		15 credits elective
EL5001	ELB4902		EL5002*	ELB4902	Introduction to English Communication 2 (for Business)
Year 2 - Semester 1			Year 2 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
BU6004	BSB5004	Being offered in 2016-17 S2 with priority to 34 students from intake in 201516 S2	BU6011	BSB5011	Business Research Methods
BU6009	BSB5009	Not being offered in 2016-17S2	BU7002*	BSB6002	Human Resource Management
BU6010	BSB5010	Not being offered in 2016-17S2	BU7003	BSB6003	Business Law
EL6901*	ELB5901		EL6902*	ELB5902	English for Specific Purposes 4 (for Business)
Year 3 - Semester 1			Year 3 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
BU7400*	BSB6400	Financial Accounting II	BU6012	BSB5012	Project Management
BU7402*	BSB6402	Accounting System	BU7403*	BSB6403	Not beings offered
Elective		15 credits elective	BU8402*	BSB7402	Semester 2 2016/2017
Elective		15 credits elective	Elective		15 Credit Elective
Year 4- Semester 1			Year 4 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
BU7401*	BSB6401	Management Accounting	BU8099*	BSB7099	Industry Project
BU8400*	BSB7400	Auditing			
BU8401*	BSB7401	Taxation			
Elective		15 credits elective			
Important: Pre-requisites apply for courses marked with *, check SSB for details Course code with ** Workshop and seminar must enrol in both.					



BBS8050 Bachelor of Business (HRM)

Year 1 - Semester 1			Year 1 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
BU6001	BSB5001	No courses offered Semester 2 2016/2017	BU6006	BSB5006	Quantitative Business Methods
BU6005	BSB5005		BU6007	BSB5007	Introduction to Economics
BU6008	BSB5008		Elective		15 credits elective
EL5001	ELB4902		EL5002*	ELB4902	Introduction to English Communication 2 (for Business)
Year 2 - Semester 1			Year 2 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
BU6004	BSB5004	Being offered in 2016-17 S2 with priority to 34 students from intake in 201516 S2	BU6011	BSB5011	Business Research Methods
BU6009	BSB5009	Not being offered in 2016-17S2	BU7002*	BSB6002	Human Resource Management
BU6010	BSB5010	Not being offered in 2016-17S2	BU7003	BSB6003	Business Law
EL6901*	ELB5901		EL6902*	ELB5902	English for Specific Purposes 4 (for Business)
Year 3 - Semester 1			Year 3 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
BU7203	BSB6203	No courses offered Semester 2 2016/2017	BU6012	BSB5012	Project Management
BU7700*			BU7202*	BSB6202	Organisational Behaviour
BU7701*			BU8700*		Learning and Talent Development
Elective			Elective		15 credits elective
Year 4 - Semester 1			Year 4 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
BU7702*		No courses offered Semester 2 2016/2017	BU8099*	BSB7099	Industry Project
BU8701*					
BU8702*					
Elective					
<p>Important: Pre-requisites apply for courses marked with *, check SSB for details Course code with ** Workshop and seminar must enrol in both.</p>					



WM701 Bachelor of Web Media

Year 1 - Semester 1			Year 1 - Semester 2		
Course Code	Previous Code	Course Name / Comment	Course Code	Previous Code	Course Name / Comment
		No courses offered Semester 22016/2017	WM6004	WMB5004	Website Authoring 2
			WM6005	WMB5005	Internet & Multimedia Technology 2
			WM6009	WMB5009	Intro to eMarketing/SocMedia
			EL5002	ELB4902	English Communication for Web Media 2
Year 2 - Semester 1			Year 2 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
		No courses offered Semester 2 2016/2017	WM7001	WMB6001	Mobile Web Development
			WM7002	WMB6002	3D Modeling
					Elective
				EL6902*	ELB5902
Year 3 - Semester 1			Year 3 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
		No courses offered Semester 2 2016/2017	WM8001	WMB7001	Audio Video Advanced
			WM8002	WMB7002	Web Programming 2
			WM7007	WMB6007	Web Marketing
				EL6902*	ELB5902
Year 4 - Semester 1			Year 4 - Semester 2		
Course Code	Previous Code	Course Name	Course Code	Previous Code	Course Name
		No courses offered Semester 2 2016/2017	WM8003	WMB7003	eBusiness
			WM7007	WMB6007	Web Marketing
			WM8007	WMB7007	Community Project

Bachelor of Engineering Technology (EN701 & ENT8000)

Year 1 - Semester 2

*EN6000	Electrical Fundamentals	EL5002	Introduction to English Communication 2 (for Engineering)
*EN6907	Mathematics for Engineers 1	EN6914	Mathematics for Engineers 2
EN6010	Engineering Computing Fundamentals	EN6903	Mechanical fundamentals
		EN6990	Engineering Practice

Note:

Year 1 in Engineering is a common year between Mechanical and Electronics Engineering. All engineering students must undertake all courses.

Year 1 Sem2: students are required to do 60 credits per semester:

- All Students are required to enroll in EL5002 (Unless exempt by English department)
- All students are required to repeat the courses they have failed in semester 1
- If a student have successfully completed EN6990 in semester 1, then this student is required to do EN6903 in semester 2 (and vice versa), e.g. if a student passed EN6990 in semester 1, the same student need to enrol in EN6903 in semester 2, and the student who passed EN6903 in semester 1, need to enrol in EN6990 in semester 2.
- * for Failed students need to repeat the course

Year 2 - Semester 1

Not offer

Year 2 - Semester 2

EL6902	English for Specific Purposes 4 (for Engineering)
	Choose 3 courses from your Major

Mechanical Major (ENT8020)

Not offer

Mechanical Major (ENT8020)

EN6908	Manufacture, Environment & Control
EN6107	Material Science
EN7919	Thermodynamics

Electronics Major (ENT8030)

Not offer

Electronics Major (ENT8030)

EN6020	Digital Devices and Systems
EN6230	Instrumentation and Control
ENB6908	Manufacture Environment and Control

Year 3 - Semester 1

Not offer

Year 3 - Semester 2

Mechanical Major (ENT8020)

Mechanical Major (ENT8020)

EN7906	Project management 2
EN7907	Mech. Of Machines
EN7909	Environment and Ethics
EN7918	Heat transfer

Electronics Major (ENT8030)

Not offer

Electronics Major (ENT8030)

EN7035	PLC Programming and Applications

Year 4 - Semester 1

Not offer

Year 4 - Semester 2

Mechanical Major (ENT8020)

Mechanical Major (ENT8020)

EN8903	Co-operative Learning Project (Mechanical Engineering)
ENB8098	Engineering Research Project

Electronics Major (ENT8030)

Electronics Major (ENT8030)

EN8060	Telecommunications B	EN8904	Co-operative Learning Project (Electronic Engineering)
--------	----------------------	--------	--

Year 1 in Engineering

طلبة الهندسة سنة اولى

Year 1 in Engineering is a common year between Mechanical and Electronics Engineering.
Year 1 Sem2, students are required to do 60 credits per semester:

- All Students are required to enroll in EL5002 (Unless exempt by English department)
- All students are required to repeat the courses they have failed in semester 1
- If a student have successfully completed EN6990 in semester 1 , then this student is required to do EN6903 in semester 2 (and vice versa)
- Student must follow one of the given combinations of courses.

For any inquiry or assistance, you can go to Common First Year PM office (Adel Aawan 20.011)

Stream 1		
Course Code/Section	Course Title	CRN
EN6010.001	Engineering Computing Fundamentals	20241
EN6907.001	Mathematics for Engineers 1	20359
EL5002.009	Introduction to English Communication 2 (for Engineering)	20117
EN6990.001 Or EN6990.002	Engineering Practice	20282 Or 20283

Stream 2		
Course Code/Section	Course Title	CRN
EN6010.002	Engineering Computing Fundamentals	20248
EN6914.002	Mathematics for Engineers 2	20300
EL5002.009	Introduction to English Communication 2 (for Engineering)	20117
EN6990.003 Or EN6990.004	Engineering Practice	20284 Or 20285

Stream 3		
Course Code/Section	Course Title	CRN
EN6010.003	Engineering Computing Fundamentals	20249
EN6907.002	Mathematics for Engineers 1	20360
EL5002.003 or EL5002.008	Introduction to English Communication 2 (for Engineering)	20106 Or 20116
EN6903.001 Or EN6903.003	Mechanical Fundamentals	20290 Or 20292

Stream 4		
Course Code/Section	Course Title	CRN
EN6010.004	Engineering Computing Fundamentals	20250
EN6914.004	Mathematics for Engineers 2	20302
EL5002.003	Introduction to English Communication 2 (for Engineering)	20106
EN6903.002 Or EN6903.004	Mechanical Fundamentals	20295 Or 20296



Stream 5		
Course Code/Section	Course Title	CRN
EN6010.005	Engineering Computing Fundamentals	20251
EN6907.003	Mathematics for Engineers 1	20361
EL5002.008	Introduction to English Communication 2 (for Engineering)	20116
EN6903.001 Or EN6903.003	Mechanical Fundamentals	20290 Or 20292

Stream 6		
Course Code/Section	Course Title	CRN
EN6010.005	Engineering Computing Fundamentals	20251
EN6907.003	Mathematics for Engineers 1	20361
EL5002.008	Introduction to English Communication 2 (for Engineering)	20116
EN6990.005	Engineering Practice	20287

Stream 7		
Course Code/Section	Course Title	CRN
EN6000.001	Electrical Fundamentals	20252
EN6907.003 or EN6907.001	Mathematics for Engineers 1	20361 or 20359
EL5002	Introduction to English Communication 2 (for Engineering)	Chose what fits
EN6903.002 or EN6903.004	Mechanical Fundamentals	20295 Or 20296

Stream 8		
Course Code/Section	Course Title	CRN
EN6000.001	Electrical Fundamentals	20252
EN6907.003 or EN6907.001	Mathematics for Engineers 1	20361 or 20359
EL5002	Introduction to English Communication 2 (for Engineering)	Chose what fits
EN6990.003 or EN6990.005	Engineering Practice	20284 Or 20287

General Electives					
Degree students only					
Level 5			Level 6		
Code	Course Title	Credits	Code	Course Title	Credits
GS5805	ICDL – Computer & Online Essentials	5	GS6205	Thinking Outside the Box	15
GS5806	ICDL – Word Processing and Spreadsheets	5	GS6903	Consumerism and Society	15
GS5807	ICDL – Database	5	GS6304	Foods that Changed History	15
GS5808	ICDL – IT Security and Presentations	5	GS6501	Reading the World	15
			GS6203	Market Yourself	15
			GS6902	Coaching Skills-maximise your personal and professional potential	15
			GS6309	Comics and Culture	15
			GS6308	Football and Globalization	15
			GS6507	Debate and Public Speaking	15
<p>Important:</p> <ul style="list-style-type: none"> Details about electives are saved in Moodle>Electives>Elective General Information, please visit the following link: http://moodle.polytechnic.bh/moodle/course/view.php?id=429 					

Foundation required courses

المقررات الدراسية المطروحة لطلبة البرنامج التمهيدي

Foundation students can select courses from one of the groups below and MUST only register in the sections offered in the group to avoid conflicts:

على طلبة التمهيدي اختيار المقررات من احد الجداول ادناه والتسجيل في الفصول المحددة في الجدول لضمان عدم حدوث اي تعارض في تسجيل المقررات.

Morning classes "Stream 1" Time: from 8am to 4pm			
Course Code المقرر	Course Title	Section No رقم الصف	Prerequisite متطلب مسبق
AP3101	Math 1	1	
AP4101	Math 2 (General)	1,2,8	AP3101
AP4102	Math 2 (Technical)	1,2	AP3101
AP3201	English 1	1	
AP4203	English 2	1,2,3	AP3201
AP4306	IT	1,2,3,4	
AP5301	PAL	1,2,3,4	
AP4004	Web Media		
AP4007	Visual Comm		

Morning classes "Stream 2" Time: from 8am to 4pm			
Course Code المقرر	Course Title	Section No رقم الصف	Prerequisite متطلب مسبق
A3101	Math 1	2	
AP4101	Math 2 (General)	3,4,9	AP3101
AP4102	Math 2 (Technical)	3,4	AP3101
AP3201	English 1	2	
AP4203	English 2	4,5,6	AP3201
AP4306	IT	5,6,7	
AP5301	PAL	5,6,7,13	
AP4004	Web Media		
AP4007	Visual Comm		

Morning Classes "Stream 3" Time: from 8am to 4pm			
Course Code المقرر	Course Title	Section No رقم الصف	Prerequisite متطلب مسبق
AP3101	Math 1	4	
AP4101	Math 2 (General)	5,6,10	AP3101
AP4102	Math 2 (Technical)	5	AP3101
AP3201	English 1	0	
AP4203	English 2	7,8	AP3201
AP4306	IT	8,9,10	
AP5301	PAL	8,9,10	
AP4004	Web Media	1	
AP4007	Visual Comm	1	

Afternoon Classes "Stream 4" Time: from 12pm* to 6pm			
Course Code المقرر	Course Title	Section No رقم الصف	Prerequisite متطلب مسبق
P3101	Math 1	3	
AP4101	Math 2 (General)	7	AP3101
AP4102	Math 2 (Technical)	6	AP3101
AP3201	English 1	0	
AP4203	English 2	9,10	AP3201
AP4306	IT	11	
AP5301	PAL	11,12	
AP4004	Web Media	2	
AP4007	Visual Comm		

* Afternoon classes will start earlier on Tuesday and Thursday

Notes:

- Online Registration starts on 15th February 2017 at 9am.
- Help is available in 19.112 on 15th February 2016. Please watch the Online Registration video published in the website to understand how to register.
- Your Academic Advisor will be available on 15th February (from 9am to 12pm) in Lab 19.112 They **will not** provide information on how to register on line.
- Please **do not enrol yourself** in PAL or IT if you have a NYC or WA grade in these courses from Semester 1.
- If you have failed the same course twice, policy states you must apply for a third enrolment. If you need to repeat Mathematics or English, you will have been sent an email as you are automatically excluded from the course(s).

ملاحظات:

- سيبدأ التسجيل الإلكتروني الساعة 9 صباحاً بتاريخ 15 فبراير 2017.
- تتوفر المساعدة في مختبر الحاسوب 19.112 بتاريخ 15 فبراير 2017، يرجى التأكد من مشاهدة فيلم الإرشادات الخاص بالتسجيل الإلكتروني الموجود في الموقع الإلكتروني لمعرفة كيفية التسجيل.
- سيتم وجود المرشدين الأكاديميين في مختبر الحاسوب 19.112 لرد على الاستفسارات الخاصة بالمواد فقط بتاريخ 15 فبراير (من الساعة 9 صباحاً إلى 12 ظهراً).
- يرجى عدم التسجيل في مادة PAL أو تكنولوجيا المعلومات إذا كانت نتيجتك لنفس المقررين في الفصل الدراسي الأول NYC أو WA.
- سيفصل الطالب تلقائياً في حالة الرسوب بمقرر الرياضيات أو اللغة الإنجليزية مرتين، وعلى الطالب التقديم بطلب لإعادة دراسة المقرر للمرة الثالثة كما تنص عليه السياسة.



<p>Attendance Refer to the Student Attendance Policy and Procedures on Moodle.</p>	<p>متطلبات الحضور: الرجاء الرجوع إلى سياسة وإجراءات حضور الطلبة على Moodle.</p>
<p>Attendance Requirements Implicit in your enrolment in any course is the acceptance of the need to <u>attend all scheduled classes</u>. You need to have taken into account work, family, religious your health and all other commitments and to have made arrangements to plan and organise your time so that you can attend as required.</p> <p>You are expected to attend classes on time and must attend at least 80% of all scheduled classes. This allows for occasional sickness and other absences during the semester up to 20%.</p> <p>Attendance % is based on the number of sessions in a semester for that course. If you are absent for more than 20% of total class sessions you will be automatically withdrawn from that class with a failing grade of WA (Withdrawn Attendance). An email will be sent from Registry informing both you and tutor that you have been withdrawn with WA. You cannot attend class. This is a Fail grade.</p> <p>Check your attendance % on SSB. See your tutor if you think there is an error.</p>	<p>متطلبات الحضور:</p> <p>يعتمد التسجيل في أي من المقررات الدراسية على قبول حضور جميع المقررات المسجلة. في حالة التسجيل في المقررات الدراسية لابد من الأخذ بعين الاعتبار ظروف عملك، التزاماتك الأسرية، ظروفك الصحية، وجميع التزاماتك الأخرى، وتخطيط وقتك بحيث يمكنك حضور المقررات الدراسية كما هو مطلوب.</p> <p>يتوقع منك حضور المحاضرات الدراسية في الوقت المحدد، ويجب ألا يقل حضورك عن 80% في جميع المقررات المسجلة، حيث يمكن الإستفادة من 20% للغياب في حالة المرض أو في حالة تعرضك لأي ظرف خلال الفصل الدراسي.</p> <p>تعتمد نسبة الحضور على عدد المحاضرات المقررة في الفصل الدراسي.</p> <p>إذا كانت غيابك لأكثر من 20% من إجمالي مجموع الحصص فسيتم سحبك تلقائياً من المقرر مع درجة WA (انسحاب بدرجة الرسوب بسبب الغياب)، وسيقوم قسم التسجيل بإعلامك وإعلام مدرس المقرر بذلك عن طريق البريد الإلكتروني.</p> <p>يمكنك التحقق من نسبة حضورك وغيابك عن طريق SSB، الرجاء مراجعة المدرس في حالة وجود خطأ</p>
<p>Early Registration If you are working or have an on-going medical condition, you MUST apply and declare your circumstances before every semester starts to be considered for early registration. Late applications will be considered until 5th February 2017.</p>	<p>التسجيل المبكر</p> <p>إذا كان الطالب موظفاً أو يعاني من مرض مزمن، فيجب عليه إعلام قسم التسجيل بظروفه قبل بدء كل فصل دراسي، والتقدم بطلب التسجيل المبكر للنظر فيه.</p> <p>سيتم النظر في الطلبات المتأخرة إلى 5 فبراير 2017.</p>
<p>Alternative Study Arrangements (ASA) See the Student Attendance Policy for all details.</p> <p>Aim: Ensures students have opportunities to meet the session / learning outcomes.</p> <p>Apply for Alternative Study Arrangements (ASA) if:</p> <ul style="list-style-type: none"> ○ required to attend events for your programme of study for /by Polytechnic. ○ competing in International sports events officially representing Bahrain, in good academic standing and attendance and participation in courses is good. ○ with significant and/or chronic health conditions. 	<p>إجراءات الدراسة البديلة (الإعفاء)</p> <p>لمزيد من المعلومات الرجاء مراجعة سياسة الحضور</p> <p>الهدف: لضمان تحقيق الطلبة لنتائج التعلم.</p> <p>شروط التقديم:</p> <ul style="list-style-type: none"> ● حضور الفعاليات المتعلقة بالبرنامج الدراسي المنظمة من قبل بوليتكنك البحرين. ● تمثيل مملكة البحرين رسمياً في مسابقات رياضية دولية، ولا بد أن يكون المستوى الأكاديمي للطلبة المتقدمين جيداً وكذلك حضورهم ومشاركتهم. ● الطلبة الذين يعانون من أمراض مزمنة أو ظروف صحية.

<p>Students must apply by filling the Alternate Study Arrangements form BEFORE the event / absences reach 20%. Faculty will review, and if approved it will be processed by Registry.</p>	<p>يجب على الطلبة ملء استمارة ترتيب الدراسة البديلة المتوافرة في مركز معلومات الطلبة قبل الفعالية/ أن تصل نسبة الغياب إلى 20%. ستقوم الكلية بمراجعة الطلب، وإذا ما تمت الموافقة عليه، سيتم تجهيزه من قبل قسم التسجيل.</p>
<p>WA grade change request</p>	<p>طلب تغيير درجة WA</p>
<p>To apply for a Change of WA grade to W</p> <p><u>WHO</u>: Students with a WA (absent more than 20%) and Exceptional Circumstances</p> <p><u>WHEN</u>: Apply within 10 days of the WA being assigned and before the last day of the semester.</p> <p><u>HOW</u>: Complete and submit the Change of WA grade Form and ALL the evidence to support your request to the SIC in building 8</p> <ul style="list-style-type: none"> ○ A Medical report is required for illnesses. ○ Medical certificates for one or two days are NOT acceptable evidence! <p>The Deans will review all applications and the Academic Board will review and approve the grade decision with all results at the end of the semester.</p>	<p>للتقدم بطلب تغيير درجة WA (الانسحاب بدرجة رسوب بسبب الغياب) إلى W</p> <p><u>لمن</u>: للطلبة الحاصلين على درجة WA (غيابهم أكثر من 20% وتعرضوا لظروف استثنائية)</p> <p>متى: التقديم خلال 10 أيام من تاريخ حصولهم على درجة WA وقبل اخر يوم من انتهاء الفصل الدراسي.</p> <p>كيف: عن طريق ملء استمارة طلب تغيير درجة WA وإرفاقها بجميع الأدلة الداعمة وتقديمها إلى مركز معلومات الطالب في مبنى 8.</p> <ul style="list-style-type: none"> - يجب تقديم تقرير طبي في حالة تقديم الطلب بسبب المرض. - إن تقديم شهادات طبية لمدة يوم أو يومين عذر غير مقبول. <p>سيتم عرض الطلبات على عمداء الكليات لمراجعتها مع الأدلة المرفقة. وبدوره، سيقوم المجلس الأكاديمي بالاطلاع عليها وإبداء موافقته على قرار تغيير الدرجة مع النتائج النهائية للفصل الدراسي.</p>

Midterm and Final exams timetable for ICT

If you would like to publish the final exams dates for students which will help them for better planning to avoid clash between final exams, please add them in the table below so we can add it in to the Online Registration Instruction that is published in to all students in Bahrain Polytechnic website.

BICT - Mid Semester Exams S2, 2016 2017 Timeable					
Year	Exam Name	Day	Date	Time	Rooms / Halls Requested
Y1	IT6008 - Computer Programming 1	Sunday	16-04-17	9:00 - 12:00	36.113; 36.202; 36.203; 36.206; 36A.108, 36A.109
Y1	IT6005 - Database Systems 1	Monday	17-04-17	9:00 - 12:00	36.113; 36.202; 36.203; 36.206; 36A.108, 36A.109
Y1	IT6003 - Networking 1	Tuesday	18-04-17	9:00 - 12:00	36.113; 36.202; 36.203; 36.206; 36A.108, 36A.109
Y1		Wednesday	19-04-17		
Y1		Thursday	20-04-17		
Y2	IT7005 - Database Systems 2	Sunday	16-04-17	13:00 - 16:00	36.202; 36A.108; 36A.109
Y2	IT7008 - Computer Programming 2	Monday	17-04-17	13:00 - 16:00	36.202; 36.206; 36A.109
Y2	IT7004 - Operating Systems and Platforms 1	Tuesday	18-04-17	13:00 - 16:00	36.124, 36.202; 36A.109
Y2	IT7003 - Networking 2	Wednesday	19-04-17	9:00 - 16:00	36.203, 36.206
Y2	IT7003 - Networking 2	Thursday	20-04-17	9:00 - 16:00	36.203, 36.206
Y3	IT7006 - Object Oriented Design	Sunday	16-04-17	13:00 - 16:00	36.203
Y3	IT8118 - Advanced Programming	Monday	17-04-17	13:00 - 16:00	36A.108
Y3	IT8212 - Cloud Computing	Tuesday	18-04-17	13:00 - 16:00	36.203, 36.206
Y3	IT8415 - Database Programming 2	Wednesday	19-04-17	9:00 - 12:00	36A.108
Y3	ITB8313 - Wireless Communication	Thursday	20-04-17	9:00 - 12:00	36A.108

BICT - Final Exams S2, 2016 2017 Timetable

Year	Courses	Day	Date	Time	No. of Classes	Rooms / Halls Requested
Y4	IT8X99 - Industry Project	Monday	12-06-17	8:00 - 14:30		36A.108, 36A.109, 36.202, 36.203, 36.206
Y4	IT7099 - IT Project Demonstration	Tuesday	13-06-17	8:00 - 14:30		Hall 12
Y4	IT7099 - IT Project Exhibition	Wednesday	14-06-17	8:00 - 14:30		Hall 12
Y3	IT8313 - Wireless Communication	Thursday	15-06-17	8:00 - 14:30	1	36.202
Y1	IT6008 - Computer Programming 1	Sunday	18-06-17	8:00 - 11:00	4-5	36.113; 36.202; 36.203; 36.206; 36A.108, 36A.109
Y1	IT6005 - Database Systems 1	Monday	19-06-17	8:00 - 11:00	4-5	36.113; 36.202; 36.203; 36.206; 36A.108, 36A.109
Y1	IT6003 - Networking 1	Tuesday	20-06-17	8:00 - 14:30	4-5	36.203; 36.206
Y1	IT6003 - Networking 1	Wednesday	21-06-17	8:00 - 14:30		36.203; 36.206
Y1	IT6003 - Networking 1	Thursday	22-06-17	8:00 - 14:30		36.203; 36.206
Y2	IT7005 - Database Systems 2	Sunday	18-06-17	11:30 - 14:30	2-3	36.202; 36A.108; 36A.109
Y2	IT7008 - Computer Programming 2	Monday	19-06-17	11:30 - 14:30	2-3	36.202; 36.206; 36A.109
Y2		Tuesday	20-06-17			
Y2	IT7003 - Networking 2	Wednesday	21-06-17	11:30 - 14:30	2-3	36.124, 36.202; 36A.109
Y2		Thursday	22-06-17			
Y3	IT7006 - Object Oriented Design	Sunday	18-06-17	11:30 - 14:30	1	36.203
Y3	IT8118 - Advanced Programming	Monday	19-06-17	11:30 - 14:30	1	36A.108
Y3	IT8212 - Cloud Computing	Tuesday	20-06-17	11:30 - 14:30	1	36.203, 36.206
Y3	IT8415 - Database Programming 2	Wednesday	21-06-17	8:00 - 11:00	1	36A.108

How to check your fees balance

للتحقق من مجموع الرسوم بعد التسجيل

There are two ways to check your Polytechnic account balance:

A. Check Student Account link in SSB

Go to Main Menu, Click on **Student**



Personal Information **Student**

Search [ACCESSIBILITY](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Main Menu

Welcome, to the WWW Information System! Last web access on Feb 05, 2011 at 11:47 am


[Personal Information](#)
Update contact information; Change your PIN (Password).

Student
[Ready for Admission](#); Register; View your academic records.

[Moodle, E-learning Tool](#)
Click here to go to Moodle!

RELEASE: 8.2 powered by **SUNGARD** HIGHER EDUCATION

Click on **Student Accounts**

Bahrain Polytechnic  بوليتكنك البحرين **Self Service Banner**

Personal Information **Student**

Search [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student

[Registration](#)
Check your registration status and class schedule

[Student Records](#)
View your bills, grades and transcripts

Student Accounts
View student fees

[Attendance Report](#)
View student attendance tracking actions

[Student Attendance Tracking Details](#)

[Make Online Payment](#)

RELEASE: 8.2.1 powered by **SUNGARD** HIGHER EDUCATION

Click on **Account Detail for Term** link

Personal Information **Student**

Search [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student Account

[Account Summary by Term](#)

Account Detail for Term

[Statement and Payment History](#)

[View Holds](#)

Select Term **Semester 2 2015-2016**

Personal Information **Student**

Search [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Select Term

Select a Term: Semester 2 2010-2011

RELEASE: 8.1 powered by **SUNGARD** HIGHER EDUCATION

Account Balance, this is how much you must pay

Personal Information Student

Search Go RETURN TO MENU SITE MAP HELP EXIT

Account Detail for Term


Review detail transactions on your account, including current and future balance totals for the selected term and other terms.

201002 Semester 2 2010-2011 Term Detail

Detail Code	Description	Item Date	Charge	Payment Balance
T100	Tuition Fees Bahraini	26-09-11	120.00, د.ب.	
Net Term Balance				120.00, د.ب.
Net Balance for Other Terms:				0.00, د.ب.
Account Balance:				120.00, د.ب.

[Select Another Term | Statement and Payment History]

B. Calculate the fees from Online Registration in SSB

Bahrain Polytechnic  بوليتكنك البحرين
Self Service Banner
delivered by midas

Personal Information Student

Search Go RETURN TO MENU SITE MAP HELP EXIT

Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pull-down list.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec Level	Cred	Grade Mode	Title
Web Registered	on Aug 04, 2011	None	20894	VIB	5901 001	Bachelor 15.000	Achievement Based	Digital Photography Basics
Web Registered	on Aug 04, 2011	None	20895	ELB	4602 001	Bachelor 15.000	Achievement Based	English Com for Visual Desn 2

Total Credit Hours: 30.000

Billing Hours: 30.000

Minimum Hours: 0.000

Maximum Hours: 65.000

Date: Aug 17, 2011 01:11 pm

Billing Hours for calculating the fees

Add Classes Worksheet

Billing hours (total number of enrolled credits) multiplied by fee rate (below)

Nationality	Fees	calculate
Bahraini	BD 2 for one credits	Fees = Total Billing hours * BD 2 e.g. 60 * 2 = BD 120
Non Bahraini	BD 42 for one credits	Fees = Total Billing hours * BD 42 e.g. 60 * 42 = BD 2520

Note:

Finalise your timetable before paying your fees.

- BD 20 is the non refundable fee if you add/drop a class or withdraw after paying your fees.

Pay your fees online

دفع الرسوم إلكترونياً

To pay your semester courses fee you need to:

Step 1: Login to SSB

Step 2: Go to Main Menu

Step 3: Click on **Student** link



Personal Information **Student**

Search ACCESSIBILITY SITE MAP HELP EXIT

Main Menu

Welcome, to the WWW Information System! Last web access on Feb 05, 2011 at 11:47 am


[Personal Information](#)
Update contact information; Change your PIN (Password).

Student
[Apply for Admission](#) [Register](#); View your academic records.

[Moodle, E-learning Tool](#)
Click here to go to Moodle!

RELEASE: 8.2 powered by
SUNGARD HIGHER EDUCATION

Step 4: Click on **Make Online Payment** link



Personal Information **Student**

Search RETURN TO MENU SITE MAP HELP EXIT

Student

[Registration](#)
Check your registration status and class schedule

[Student Records](#)
View your holds, grades and transcripts

[Student Accounts](#)
View student fees

[Attendance Report](#)
View student attendance tracking actions


[Student Attendance Tracking Details](#)

Make Online Payment

RELEASE: 8.2.1 powered by
SUNGARD HIGHER EDUCATION

Online Payment screen will show student ID, Name and the total courses enrolled fee

Step 5: Click on **Continue to Payment** **bottom**



Personal Information **Student**

Search RETURN TO MENU SITE MAP HELP EXIT

Online Payment

201000
Dec 23, 2014 10:03 AM

Please note: Late fee charge will be applied from 8-03-2015 to 12-03-2014.

Student ID: 201000
Student Name:
Amount Due (BHD): 70

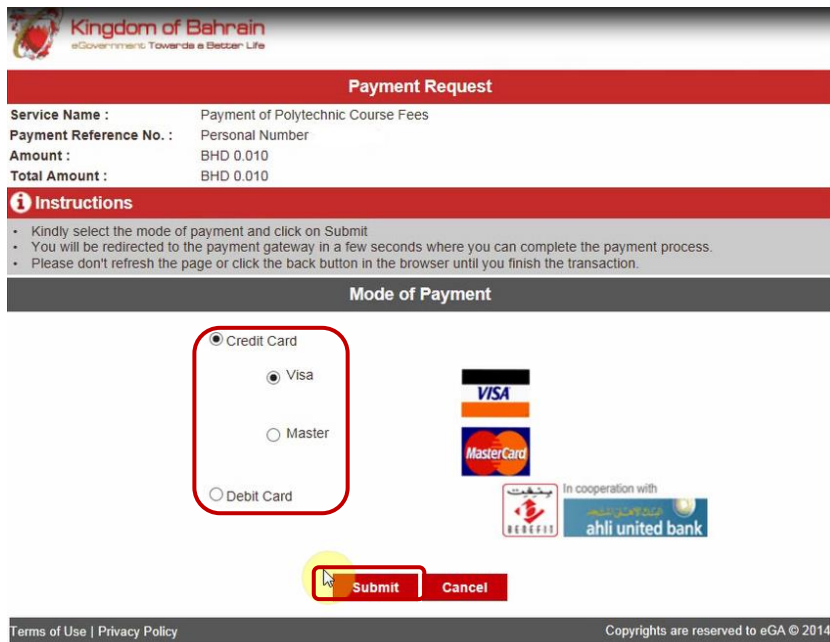
Continue to Payment

For more account details click here

Step 6: eGovernment Page will be shown. Select one of the options:

- Credit Card
- Debit Card

Step 7: Then click on submit



Kingdom of Bahrain
eGovernment Towards a Better Life

Payment Request

Service Name : Payment of Polytechnic Course Fees
 Payment Reference No. : Personal Number
 Amount : BHD 0.010
 Total Amount : BHD 0.010

Instructions

- Kindly select the mode of payment and click on Submit
- You will be redirected to the payment gateway in a few seconds where you can complete the payment process.
- Please don't refresh the page or click the back button in the browser until you finish the transaction.

Mode of Payment

Credit Card

Debit Card

Visa

Master


Debit Card

Submit **Cancel**

Terms of Use | Privacy Policy Copyrights are reserved to eGA © 2014

Step 8: fill the following:

- Card Number (credit or debit card number)
- Expiry Date
- Security Code



CrediMax

Merchant name: TESTING PHASE MERCHANT

Enter your card details

VISA: You have chosen VISA as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number: [input]
 Expiry Date: [input] / [input] month/year
 Security Code: [input] The 3 digits after the card number on the signature panel of your card.

Purchase Amount: BHD BD 0.010

Verified by VISA

I hereby authorise the debit to my VISA Account in favour of TESTING PHASE MERCHANT

Copyright ©2007 TNS Payment Technologies Pty Ltd. All Rights Reserved.

The processing might take time



Processing, please wait...

Step 9: Add your Credit or Debit Card password

Step 10: Click submit



Enter Your Verified by Visa Password

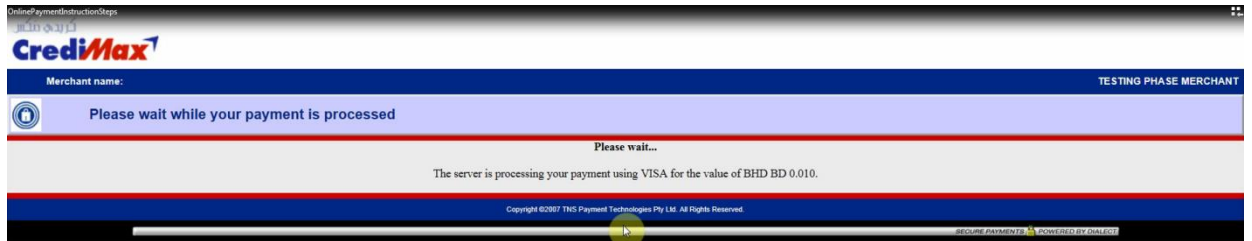
Please enter your Verified by Visa password in the field below to confirm your identity for this purchase. This information is not shared with the merchant.

Merchant: TESTING PHASE MERCHANT
 Amount: .<10 BHD
 Date: 23/12/2014
 Card number: XXXX XXXX XXXX 6631
 Personal Greeting: hi
 Password:

[Forgot your Password?](#)

Submit [Help](#) [Cancel](#)

Confirming the payment might take time



Payment confirmation message



Payment Receipt will be shown.

Step 11: Save the receipt as approved for that you completed your payment.



How to plan your timetable

كيف تخطط جدولك

To plan your timetable use the planner on page 22 and check the Class Schedule before Online Registration starts. To view the classes schedule in SSB from 4 February 2016, follow the steps below:

o to SSB Main Menu
Click on **Student** link

Personal Information **Student**

Search (Go) ACCESSIBILITY SITE MAP HELP EXIT

Main Menu

Welcome, Zahra S. Abdulaziz, to the WWW Information System! Last web access on Feb 05, 2011 at 11:47 am

- Personal Information
Update contact information; Change your PIN (Password).
- Student**
Apply for admission, Register, View your academic records.
- Moodle, E-learning Tool
Click here to go to Moodle!

Click on Student Records link

Personal Information **Student**

Search (Go) RETURN TO MENU SITE MAP HELP EXIT

Student

- Registration
Apply for admission, Register, View your academic records and class schedule.
- Student Records**
View your holds, grades and transcripts.
- Attendance Report
View student attendance tracking actions.
- Student Attendance Tracking Details

Click Class Schedule link

Personal Information **Student**

Search (Go) RETURN TO MENU SITE MAP HELP EXIT

Student Records

- View Student Information
- Class Schedule**
- View Holds
- Final Grades
- Grade Detail
- Academic Transcript
- Course Catalog

Select Semester 2 2015 -2016

Click **Submit** at the bottom

Personal Information **Student**

Search (Go) RETURN TO MENU SITE MAP HELP EXIT

Select Term or Date Range 20090554 Zahra S. Abdulaziz
Feb 05, 2011 12:51 pm

Search by Term:

Search by Date Range (MM/DD/YYYY):

From: To:

Select your programme from the option box **Subject** (as below), leave the others as **All**
Click **Class Search** at the bottom

Personal Information Faculty Services

Search

Class Schedule Search

Use any combination of selection options to narrow your search for courses. You **must** choose at least one Subject. When your selection is complete, perform the search. You may use the **Ctrl** key on your keyboard to select more than one subject from the list, or use **Shift** key on your keyboard to select an entire group of subjects.

In the **Title** line, you may search for a portion of the course title by using the **%** key. For example, searching for %Marketing% (case sensitive) will return **any** course with Marketing in the title.

Subject:

Course Number:

Title:

Credit Range: hours to hours

Course Level:

Part of Term:
 Non-date based courses only

Instructor:

Attribute Type:

Start Time: Hour Minute am/pm

End Time: Hour Minute am/pm

Days: Mon Tue Wed Thur Fri Sat Sun

Subject:

- Business Bachelor (BU courses) **Degree students**
- Cert Academic Preparation (AP courses) **Foundation students**
- Engineering Bachelor (EN courses) **Degree students**
- English Communication Bachelor (EL courses) **Degree students**
- General Studies (GS courses) **Degree students**
- IT Bachelor (IT courses) **Degree students**
- Transport and Logistic Bachelor (TL courses) **Degree students**
- Visual Design Bachelor (VC courses) **Degree students**
- Web Media Bachelor (WM courses) **Degree students**

Class Schedule Listing shows the class schedule for each course within a programme. It includes Course Title; CRN (Course Reference Number) is used to identify the class; Class time; Day; Location; Tutor Name; Class Capacity and the available seats.

Title

CRN

Cod

Section No

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Search

Class Schedule Listing

Sections Found

Website Authoring 1
10137
WMB 5001
002

Associated Term: Semester 1 2010-2011
Registration Dates: No dates available
Levels: Bachelor
Instructors: Brendan Muller (P)

Class time

Day

Location

Start & end date

Type

Tutor Name

Scheduled Meeting Times

Type Time	Days	Where	Date Range	Schedule Type	Instructors
Class 8:00 am - 9:59 am	M	Building 36A 36A.10	Sep 26, 2010 - Jan 15, 2011	Lecture/Lab	Brendan Muller (P)
Class 11:00 am - 12:59 pm	TR	Building 36A 36A.10	Sep 26, 2010 - Jan 15, 2011	Lecture/Lab	Brendan Muller (P)

Internet and Multimedia Technology 1 - 10139 - WMB 5002 - 001

Associated Term: Semester 1 2010-2011
Registration Dates: No dates available
Levels: Bachelor
Instructors: Penelope Morgan (P)

Isa Town Campus
Lecture/Lab Schedule Type
Blended Delivery Instructional Method
15.000 Credits
[View Catalog Entry](#)

Click this link to check the available seats

Class Capacity and available seats

Detailed Class Information

Detailed Class Information

Human Resource Management - 20047 - BSB 6002 - 001

Associated Term: Semester 2 2013-2014
Levels: Bachelor

Isa Town Campus
Lecture Schedule Type
Blended Delivery Instructional Method
15.000 Credits
[View Catalog Entry](#)

Registration Availability

Seats

```

graph TD
    CS[Class Size 20] --> CAP[Capacity 20]
    CAP --> REG[Registered 20]
    CAP --> SA[Seats Available 0]
    
```

Restrictions:
Must be enrolled in one of the following Programs:
Bachelor of Business
Must be enrolled in one of the following Levels:
Bachelor

Prerequisites:
Bachelor level BSB 5004 Minimum Grade of C or Bachelor level BSB 6000 Minimum Grade of C

Pre-requisites

Restrictions cannot be ignored or overridden.

Registration Instructions Semester 2, 2016-2017

31 | Page



Description of Degree Electives

وصف للمواد الاختيارية

Level 5 Electives

Level 5 Electives		
Course Title: ICDL – Computer & Online Essentials	Course Code GS5805	Credits 5
<p>ICDL is made up of a range of modules – each module provides a practical program of up-to-date skills and knowledge areas, which are validated by an online test.</p> <p>This course consists of two Modules from the four Base Modules; these modules are Computer Essentials and Online Essentials. Candidate will learn the key concepts relating to ICT, computers, devices and software. In addition to understanding the main concepts relating to web browsing and online security.</p>		
Course Title: ICDL – Word Processing and Spreadsheets	Course Code GS5806	Credits 5
<p>ICDL is made up of a range of modules – each module provides a practical program of up-to-date skills and knowledge areas, which are validated by an online test.</p> <p>This course consists of two Modules from the four Base Modules; these modules are Word Processing and SpreadSheets. Candidate will learn the key skills needed to use a word processing application in addition to the key skills needed to use spreadsheets.</p>		
Course Title: ICDL – Database	Course Code GS5807	Credits 5
<p>ICDL Database is made up of a module that provides a practical program of up-to-date skills and knowledge areas, which are validated by an online test.</p> <p>Throughout the course, students practice and apply all skills related to the ICDL Database module under examination. Students demonstrate generalised knowledge and understanding of the various elements and properties of database such as forms and tables.</p> <p>Important Note: After passing the course, students will earn 5 Bahrain Polytechnic credit hours at NQF level 5. If they wish to receive the Standard Profile Certificate that confirms completion of the 7 ICDL modules (Computer Essentials, Online Essentials, Word Processing, Spreadsheets, Database, ICDL Security, and Presentations) , students should contact ICDL Arabia in Dubai and pay the fee required by them. The Polytechnic is not responsible for issuing this certificate.</p>		
Course Title: ICDL – IT Security and Presentations	Course Code GS5808	Credits 5
<p>ICDL IT Security and Presentations is made up of two modules – each module provides a practical program of up-to-date skills and knowledge areas, which are validated by an online test.</p> <p>The first module helps students understand the threats of electronic data and information in order to protect the computer, electronic devices and network using the appropriate security procedures. The second module helps students make effective use of a presentation application.</p> <p>Important Note: After passing the course, students will earn 5 Bahrain Polytechnic credit hours at NQF level 5. If they wish to receive the Standard Profile Certificate that confirms completion of the 7 ICDL modules (Computer Essentials, Online Essentials, Word Processing, Spreadsheets, Database, ICDL Security, and Presentations) , students should contact ICDL Arabia in Dubai and pay the fee required by them. The Polytechnic is not responsible for issuing this certificate.</p>		

Level 6 Electives

Course Title	Course Code	Credits
Thinking Outside the Box	GS6205	15
<p>Are you looking for something different? Are you willing to explore the way you perceive yourself, others, and the world?</p> <p>In Life, we are constantly facing challenges of how best to find new and creative ways to address a variety of issues and problems. This course offers a practical approach to developing the critical thinking and problem solving skills we need to meet the challenges of Life in the 21st Century. We will do this via lots of thinking, experimenting, and discussion, based around a series of hands-on workshop activities. This will involve the development of individual and teamwork skills, which will serve you in your personal life, the workplace, and studies.</p> <p>Interested? Good! Be prepared to be challenged and to come away with some very valuable skills.</p>		
Consumerism and Society	GS6903	15
<p>This course will explore the theories and practices of shopping and consumerism and how they impact us on a daily basis. Topics include Consumer behavior, The development of the Consumer society, Advertising, Shopping and identity, Consumption and well-being, Poverty, Affluenza, Ceremonies, The journey of your t-shirt: where stuff comes from, Ecological impact of consumption, and Solutions to consumerism: Sustainability and socialism.</p>		
Foods that Changed History	GS6304	15
<p>We are what we eat. This course will explore how farming and hunting have shaped notions of gender and community; how surplus food has created wealth and poverty; what cinnamon had to do with the discovery of America and the story of coffee from its discovery on a hill in ancient Abyssinia to the advent of Starbucks. Students will see how the spice trade resulted in the first great wave of globalization and how salt was so valuable it served as currency and influenced the establishment of trade routes and cities, provoked and financed wars, secured empires, and inspired revolutions.</p>		
Reading the World	GS6501	15
<p>This exciting course will lead you on an exploration through a variety of literacies. Texts studied will bring you back to your childhood as we look at the importance of children's picture books and encourage you to reflect on how traditional tales change across cultures. We shall also consider the media form of a text, like film and advertisements. Here you will learn how to read the visual signs that are displayed and how authors seek to manipulate their audience. Through studying this course, you shall develop your critical thinking skills and cultural awareness.</p>		

Course Title: Market Yourself	Course Code GS6203	Credits 15
<p>This rewarding course aims to enable the participants to understand how the employment market works and develop the skills needed to market oneself to employers in written and verbal format. It provides students with detailed knowledge and understanding of the Bahraini world of work and how the needs of the economy and society influence the nature and structure of work. Students apply basic and some advanced skills including constructing CVs and cover letters that are tailored to specific job requirements. Students are also required to take part in simulated job interviews.</p>		
Course Title: Coaching Skills-maximise your personal and professional potential	Course Code GS6902	Credits 15
<p>The aim of this highly fulfilling course is to give participants a key set of coaching skills that can be utilised in the provision of one-to-one or group-based support to facilitate people in achieving their life and / or work goals.</p> <p>They learn about various general practices and techniques, for example, powerful questioning, reframing and clarification to apply in the session. Learners are required to conduct a real one to one coaching session with a client and apply a coaching model that guides them throughout the session.</p>		
Course Title: Comics and Culture	Course Code GS6309	Credits 15
<p>This course aims at developing research, creative and analytical skills through the medium of comic books and relate these to contemporary culture. Students will be required to reference relevant facts, themes and terminology of the comic book genre in their research regarding the evolution of comic books in the 20th and 21st centuries. Students will compare and contrast different text from a cultural literacy viewpoint.</p>		
Course Title: Football and Globalization	Course Code GS6308	Credits 15
<p>This course aims at developing students' understanding of Globalization, within the medium of Sport with a focus on football. Students will acquire knowledge through active self-study and collaboration. The course will encourage active self-motivated learning, creativity, curiosity and critical thinking. Topics covered include history and rules of the game, and problems in world football such as politics and corruption at the international level. Students are required to research a topic on the globalization of football applying concepts learned and present their findings in a written report.</p> <p>ALL students are welcome on the course. If you know very little or know a great deal you are welcome. Female students are welcome.</p>		
Course Title: Debate and Public Speaking	Course Code GS6507	Credits 15
<p>This course aims at developing students' critical thinking, reasoning, research and listening skills through debate and public speaking. The course will introduce students to systematic strategies that will help them form arguments, synthesize information from a variety of sources to draw conclusions and present them coherently. Students will form thoughtful, creative, and specific questions relevant to the topic of the argument. Students will use appropriate note-taking techniques for listening and/or researching to include succinct key facts and statistics which directly answer identified research questions.</p>		

Other details about electives are saved in Moodle>Electives>Elective General Information, please visit the following link:
<http://moodle.polytechnic.bh/moodle/course/view.php?id=429>

Error messages and what they mean

ماذا تعني رسائل الخطأ

Error Message	Instructions to Student
<p>"Academic Standing Prohibits Registration"</p> <p> Academic Standing prohibits registration</p>	<p>Check your online transcript to check what your Academic Standing is. See your Programme Manager.</p>
<p>"Anti-requisite"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec This course is Anti-requisite with BSB 5000 20693 BSB 5019 003</p>	<p>Anti-requisite means that you have taken a course that is similar or the same choose another course.</p>
<p>"Approval Required from Dean"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Approval Required from Dean 20693 BSB 5019 003</p>	<p>You must seek permission from the Dean to be enrolled on this CRN.</p>
<p>"Approval Required from Tutor"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Approval Required from Tutor 20693 BSB 5019 003</p>	<p>You must seek permission from the Tutor that teaches this course to be enrolled on this CRN.</p>
<p>"Approval Required from PM (Program Manager)"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Approval Required from PM 20693 BSB 5019 003</p>	<p>You must seek permission from the Program Manager to be enrolled on this CRN.</p>
<p>"Class Restriction "</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Class Restriction 20693 BSB 5019 003</p>	<p>You have not completed the minimum number of credits to register in this course.</p>
<p>"Close Section"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Level Cred Closed Section 20693 BSB 5019 003 Bachelor 15.000</p>	<p>The class is full. Choose another CRN.</p>
<p>"Co-requisite "Course" (CRNXXXX) required"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Corequisite GSP 4804 (CRN 20602) required 20693 BSB 5019 003</p>	<p>You must register for the two courses at the same time.</p>
<p>"Duplicate CRN"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec DUPLICATE CRN 21069 BSB 6002 003</p>	<p>You have already registered in this CRN.</p>
<p>"Invalid or undefined Enrolment Status or Date Range Invalid"</p> <p> Invalid or undefined Enrollment Status or date range invalid</p>	<p>Contact Student Information Centre (SIC)</p>
<p>"Field of Study Restriction – Major"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Field of Study Restriction - Major 20693 BSB 5019 003</p>	<p>You are not enrolled in this Major.</p>



Error Message	Instructions to Student
<p>"Level Restrictions"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Level Restriction 20693 BSB 5019 003</p>	<p>This CRN is not at your level of study. BD = Bachelor Students CR = Certificate/Foundation Students</p>
<p>"Linked Course Required (XXXX)"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Linked course required (PBL Group) 20005 ITB 6099 001</p>	<p>You must register for the linked CRNs for this course at the same time.</p>
<p>"Maximum hours exceeded"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Maximum hours exceeded 20693 BSB 5019 003</p>	<p>You can enrol in 65 credits without special approval.</p>
<p>"No Enrolment Since re-admit term"</p>	<p>Contact Student Information Centre to take an appointment with the Registrar.</p>
<p>"No Term Available"</p> <p> No term available</p>	<p>Contact Student Information Centre (SIC)</p>
<p>"Prerequisite and Test Score Errors"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Prerequisite and Test Score error 20007 ELB 5101 001</p>	<p>You have not passed or not taken the pre-requisite (required) course.</p>
<p>"Program Restriction"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Program Restriction 20003 TLB 5001 001 Program Restriction 20004 TLB 5300 001</p>	<p>You are not enrolled in this Programme.</p>
<p>"Registration is not allowed at this time"</p> <p> Registration is not allowed at this time</p>	<p>Contact Student Information Centre (SIC)</p>
<p>"Student Status Prohibits Registration"</p> <p> Student Status prohibits registration</p>	<p>Contact Student Information Centre to take an appointment with the Registrar.</p>
<p>"Time Conflict With (XXXXX)"</p> <p> Registration Add Errors</p> <p>Status CRN Subj Crse Sec Time conflict with CRN 20693 20113 BSB 5001 004</p>	<p>Choose another CRN.</p>
<p>"You are Not permitted to register at this time"</p> <p> You are not permitted to register at this time.</p>	<p>Check the website for online registration dates for your Programme.</p>
<p>"You may not add or drop classes due to holds on your record"</p> <p> You may not add or drop classes due to holds on your record</p>	<p>Please select the "View holds" link in SSB to view existing holds. FN = pay your outstanding fees.</p>

Timetable Planner

تخطيط الجدول

Time	U - Sunday	M - Monday	T- Tuesday	W - Wednesday	R - Thursday
8 am					
9 am					
10 am					
11 am					
12 am					
1 pm					
2 pm					
3 pm					
4 pm					
5 pm					
6 pm					
7 pm					