

Terms and Conditions

Arab Open University – Kuwait

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY:

- The academic calendar at AOU features two main semesters and an optional summer semester. Each of the main semesters lasts between 15 and 16 weeks, while the summer semester is condensed to 8 weeks.
- Students are allowed a maximum of 16 semesters, which translates to 8 academic years, to fulfill their degree requirements.
- Students who are not exempt from the foundation-level English courses (EL097, EL098, EL099, EL111, EL112) may take advantage of the university's intensive program, which allows them to enroll in two different English courses each semester, through two separate batches.
- New students are required to enroll in at least 12 credit hours or the equivalent .
- Enrolled students (excluding new students) must register for a minimum of 8 credits and a maximum of 21 credits in the main semesters, provided their GPA is at least 2.
- Attendance is compulsory for all students. According to the academic calendar, absences must not exceed 25%, ensuring that students achieve at least 75% attendance.
- A warning will be issued to students with a GPA below 2 at the end of any academic semester, excluding summer semesters.
- Students will be subject to expulsion from the university if they accumulate five warnings over five consecutive semesters, excluding the summer semester.
- First-semester students are not permitted to drop or postpone their courses.
- Enrolled students (excluding new entrants) can choose to postpone their semester within the first two weeks of any academic semester. This deferral will not be counted towards the maximum timeframe for completing their degree requirements.
- Students who do not register for the first or second semester will be considered discontinued. However, if the branch rector grants approval for their reasons, they will be classified as deferred for that semester. This deferred status is limited to a maximum of four semesters.
- New students intending to apply for course equivalency for courses completed at another institution accredited by the Ministry of Higher Education in Kuwait must submit their applications within the first two weeks of the semester. Additionally, it is mandatory for these students to consult with their academic advisor during the first week of classes, referred to as the add and drop week, to ensure that their registered courses do not conflict with those being equated, as course fees are non-refundable after this period.
- Students who are registered for intensive semesters that include English language-level courses (EL097, EL098, EL099, EL111, EL112) are not permitted to withdraw from these courses in any academic semester, and If they fail to achieve a passing grade in any of these courses, they are required to retake them (repeat them) in the same semester.

Terms and conditions governing the withdrawal from the university

- In the event of a withdrawal, all fees incurred by the student are non-refundable wither the withdrawal was before or after the beginning of study.

A student will be classified as “DISMISSED” in the following situations:

1. If they withdraw on their own accord.
2. If they do not register for any courses during the first semester of their first academic year.
3. If they do not register for courses for three consecutive or nonconsecutive semesters without valid justification.
4. If they receive 5 academic warnings for five consecutive semesters.
5. If they discontinue their enrollment for a period exceeding four consecutive or nonconsecutive semesters.

Student admission applications may be rejected for the following reasons:

1. Documents are incomplete.
2. Any discrepancies between the information provided and the official documents of the student.
3. Non-compliance with the acceptance criteria or requirements.

The following payment methods are available:

1. Online through the official AOU website, www.aou.edu.kw.
2. Via K NET at the AOU campus.

**Kindly note that installment payments are not available for the first semester, and cash payments will not be accepted.*

Important notes:

- The submitted documents are not eligible for return under any circumstances.
- The civil or security card must be valid at the start of the semester in which the student is accepted.

As an enrolled student at the Arab Open University in Kuwait, I hereby:

- Acknowledge my awareness that the Arab Open University may receive authorization to raise tuition fees. Therefore, I commit to paying any increase in addition to the currently established fees if such approval is granted before the commencement of the academic semester.
- Affirm my responsibility for all financial obligations related to my enrollment in courses and any tuition fees. I commit to ensuring that these payments are made in full and on schedule, as outlined by the university's guidelines. I also acknowledge that I will bear responsibility for any actions taken by the university in the event of non-compliance with these commitments.

Name in English:

CIVIL ID:

Sign:

Date:

Tel: