

**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: Al-Nahrain University

Faculty/Institute: College of Law

Scientific Department: Private Law Department

Academic or Professional Program Name: Introduction to study law +
New Headway Plus

Final Certificate Name: Bachelor in Law

Academic System: Courses/ Second course 2023–2024

Description Preparation Date: 3/2024

File Completion Date: 3/2024

Signature:



Head of Department

Name: Raad Hashim

Date: 3/2024

Signature:



Scientific Associate

Name: Salma Talal

Date: 3/2024

The file is checked by: Zahraa Naser

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department:

Date: 3/2024

Signature:



Approval of the Dean

1. Program Vision

Serving the legal profession and legal consultations by providing distinguished legal education, based on the practical approach to legal rules and their application to various types of problems and issues, and contributing to serving society and preserving rights among its members.

2. Program Mission

Preparing and graduating a specialized legal cadre, deepening practical research in various legal specializations, consolidating the concept of the rule of law in the country, spreading the culture of justice and protecting the rights and legal centers of individuals, and strengthening cultural and scientific ties with scientific institutions in order to reach the accreditation required for the quality of higher education.

3. Program Objectives

- Developing the capabilities of faculty members by participating in conferences, seminars, and specialized courses.
- Developing scientific and cognitive relations with other corresponding colleges at home and abroad.
- Keeping pace with developments with scientific research that addresses contemporary challenges to raise the level of legal knowledge.
- Strengthening scientific twinning with corresponding colleges and specialized local, regional and international organizations

4. Program Accreditation

No

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5. Other external influences

Is there a sponsor for the program?

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	44	96		
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	
First Stage/ Level	NLU-108	Introduction to study law + New Headway Plus/ for beginners	theoretical	

8. Expected learning outcomes of the program

Knowledge

1- To know Formal and informal sources of law	addressing a lecture and asking questions to the students through brainstorming
2- To know the classifications	

of the law 3- To know the classification of public law and of private law 4- Increase the number of legal terminologies 5- Teaching students tenses and formulating questions in English	
Skills	
The student will be able to learn the necessary legal terminology in the advanced stages of study.	Using technological means to present the lecture and ask questions
Develops basic skills in formulating sentences in legal language.	Using group brainstorming to compose sentences and solve English language exercises
Ethics	
The ability to receive legal information	Daily assignments
The ability to participate with others in solving the problems they face in memorizing legal terminology	Segmenting long words and working on hearing them more than once in order to memorize them

9. Teaching and Learning Strategies

Weekly in-person lectures that include an explanation of the course.
Lectures for the New headway plus/for beginners
External examples linking the law to the English language
Giving the student legal terms to memorize

10. Evaluation methods

Written tests
Oral exams

Pop quizzes

11. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
M.A.	Translation and interpretation in English	Legal language			√	

Professional Development

Mentoring new faculty members

Participating in courses, holding seminars and workshops, and following up with the department head

Professional development of faculty members

Follow-up with the deanship and department leadership, ongoing courses, holding meetings, learning questionnaires, professional development, etc.

12. Acceptance Criterion

Central admission (general channel, private education channel)

13. The most important sources of information about the program

Methodical book

Lectures in PowerPoint format

Sources from the Internet

14. Program Development Plan

Updating the program's vocabulary by linking the English language with an introduction to the study of law and focusing on increasing students' cultural awareness by conducting a continuous comparison process of the Arabic language system and the English language.

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
First Stage/ level		Introducti on to study law + New Headway plus / for beginners	Basic												

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

Course Description Form

1. Course Name: Introduction to study law + New Headway plus/ beginners	
2. Course Code:	
3. Semester / Year: Second Semester 2023-2024	
4. Description Preparation Date: 3/2024	
5. Available Attendance Forms: 3/2024	
6. Number of Credit Hours (Total) / Number of Units (Total) 2 hours per week +2 units	
7. Course administrator's name (mention all, if more than one name)	
Name: Assist inst. Shahad Mohammed Ghani Email: shahad.muhammad@nahrainuniv.edu.iq	
8. Course Objectives	
Course Objectives	1- To know Formal and informal sources of law 2- To know the classifications of the law 3- To know the classification of public law and of private law 4- Increase the number of legal terminologies 5- Teaching students tenses and formula questions in English
9. Teaching and Learning Strategies	
Strategy	Weekly in-person lectures that include an explanation of the course. Lectures for the New headway plus/for beginners External examples linking the law to the English language. Giving the student legal terms to memorize

10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Headway chapter6 Present simple Present continuous Present perfect simple Present perfect continuous Sources of law Formal and informal sources of law Classification of law Public law Private law Past simple tense Past continuous Past perfect simple Past perfect continuous Chapter 7 Chapter 8 Chapter 9 Chapter 10 Chapter 11 Chapter 12	Headway's chapters Present tense	Explanation and application of oral questions	Daily exams Monthly exams Homework
2					
3					
4			Sources of law		
5					
6					
7			Classifications of law		
8					
9					
10			Past tense		
11					
12					
13					
14					
15					

11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Introduction to study law + New Headway pl for beginners
Main references (sources)	Introduction to the study of law / profes Abdul Baqi Al-Bakri and teacher Zuhair Bashir
Recommended books and references (scientific journals, reports...)	Iraqi law journals
Electronic References, Websites	Reputable Internet sites on the subject