

**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: .....Law....

Academic or Professional Program Name: .....Law.....

Final Certificate Name: ....Law.....

Academic System:.....

Description Preparation Date: 3/2024

File Completion Date:3/2024



Signature:

A handwritten signature in black ink on a light background. The signature is stylized and appears to be 'D. Raad Hashem Amin'.

Head of  
Department Name: D. Raad  
Hashem Amin  
Date:

Signature:

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Scientific Associate Name:  
D. Salma Talal  
Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department: L.

Zahraa Naser

Date: 3/2024

Signature:

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Approval of the Dean

### **1. Program Vision**

Prepare for the legal service to obtain legal advice by submitting a distinguished application

### **2. Program Mission**

Preparing and graduating specialized legal staff and deepening scientific research in various legal specializations

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### **3. Program Objectives**

1- Developing the capabilities of faculty members by participating in conferences, seminars and specialized courses

2- Developing scientific and cognitive relations with other corresponding colleges at home and abroad

### **4. Program Accreditation**

Does the program have program accreditation? And from which agency?

### 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	
	NLU-210	Real rights	theoretical	practical
2			Yes	

### 8. Expected learning outcomes of the program

Knowledge	
Legal skill	Skill of speaking English
Skills	
Law making	Skill of translating legal English
Justice and	Justice and integrity

integrity	
<b>Ethics</b>	
Learning Outcomes 4	Learning Outcomes Statement 4
Learning Outcomes 5	Learning Outcomes Statement 5

<b>9. Teaching and Learning Strategies</b>
Teaching and learning strategies and methods adopted in the implementation of the program in general.

<b>10. Evaluation methods</b>
Implemented at all stages of the program in general.

<b>11. Faculty</b>						
<b>Faculty Members</b>						
Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
	/				/	

<b>Professional Development</b>
<b>Mentoring new faculty members</b>
Progressive training
<b>Professional development of faculty members</b>
Developing teachers by enrolling them in courses inside Iraq and holding training workshops

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<b>12. Acceptance Criterion</b>
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Central admission
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<b>13. The most important sources of information about the program</b>
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Iraqi Constitution for 2005
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<b>14. Program Development Plan</b>
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Updating ideas
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**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			
2		Constitutional and administrative law and headway				•												•

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

## Course Description Form

<b>1. Course Name:</b>					
Constitutional and administrative law and headway					
<b>2. Course Code:</b>					
<b>3. Semester / Year:</b>					
2					
<b>4. Description Preparation Date:</b>					
2024-3-25					
<b>5. Available Attendance Forms:</b>					
Alecture					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
3					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: ayaat mohammed saud Email: ayaatalnajar90@gmail.com					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>		<ul style="list-style-type: none"> <li>• <b>Definition of Constitutional and administrative law and headway</b> Knowledge of legal constitutional rule</li> <li>• .....<b>developing of administrative law in frnsh and Iraq</b></li> <li>• .....</li> </ul>			
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		alecture			
<b>10. Course Structure</b>					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2		Constitution	alectu	

			and administrati law a headway		
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<b>11. Course Evaluation</b>					
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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					
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<b>12. Learning and Teaching Resources</b>					
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Required textbooks (curricular books, if any)					
Main references (sources)					
Recommended books and references (scientific journals, reports...)					
Electronic References, Websites					