



Kuwait University
College of Life Sciences
Information Science Department

STUDENT HANDBOOK
MASTER OF SCIENCE IN INFORMATION TECHNOLOGY
(MSIT)

2019-2020

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1. INTRODUCTION

The department of Information Science (ISC), College of Computing Sciences & Engineering, offers a Master of Science program in Information Technology (MSIT). Part-time and full-time candidates are admitted to this program. Research requirements include both thesis and non-thesis options. The curriculum has been designed to meet different needs of students from diverse non-information technology related background, allowing them to reach a professional level of competency in information technology. This is accomplished by providing students with the necessary technical knowledge and managerial skills required to develop, implement, supervise or manage information technology projects.

2. PROGRAM MISSION

The MSIT (Master of Science in Information Technology) balances the study of technology leadership and management strategies through advanced course work in an IT concentration.

3. PROGRAM EDUCATIONAL OBJECTIVES

The objective of the MSIT program is to graduate candidates with the ability to:

1. Lead enterprises aligning IT with business innovation, strategy and goals.
2. Apply cutting-edge information technology in today's competitive market.
3. Keep pace with changing technologies.

4. PROGRAM LEARNING OUTCOMES

Graduates of this program will be able to:

1. **Comprehend** the principles and theories underlying applied information technology;
2. **Apply** IT best practices to succeed in the work place;
3. **Develop** an awareness of developments in the convergence of security, business, health and telecommunications technologies;
4. **Evaluate** the role of IT in organizational decision making;
5. **Apply** software and hardware lifecycles to build IT applications;
6. **Communicate** effectively and assume leadership.

5. ADMISSION REQUIREMENTS

1. Applicant must hold a bachelor degree or its equivalent. The degree must be conferred by Kuwait University or by another approved academic institution.
2. Graduates holding bachelor degree in all specializations except BSc (in Information Science, Information Systems, Management Information Systems, Computer Science, Computer Engineering, or any degree in a Computing discipline) are eligible to apply for admission to the program.
3. Applicant must have a minimum overall GPA of 2.67 points on a scale of 4.00, or its equivalent in the BSc degree. The applicant's average GPA in the main field of specialization should not be less than 3.00 points on a scale of 4.00, or its equivalent.
4. Applicant must have a good command of the English language. A TOEFL score 500 or IELTS 5 (academic) is required.

6. PROGRAM SUMMARY

MSIT program component	Non-Thesis Option (CRs)	Thesis Option (CRs)
Compulsory Credit	12	12
Elective Credits	18	12
Project (1832-593)	3	NA
Thesis (1832-597, 598, 599)	NA	9
Total Credit	33	33

7. PROGRAM REQUIREMENTS

7.1 COMPULSORY COURSES (for all students)

Course Number	Course Title	(Credit Hours)	Prerequisite
1832-500	Introduction to Information Technology	(3)	None
1832-501	Information Technology Infrastructures	(3)	None
1832-502	Information Technology Management	(3)	None
1832-505	Research Methodology and Seminar	(3)	9 CRs
1832-592	Seminar	(0)	None

COMPULSORY FOR THESIS OPTION		COMPULSORY FOR NON-THESIS OPTION	
Course	(CR)	Course	(CR)
1832-597 I	(0)	1832-593 (project)	(3)
1832-598 II	(0)		
2000-599 III	(9)		

7.2 ELECTIVE COURSE REQUIREMENT

MSIT (Non-thesis Option): 18 CRs MSIT (Thesis Option): 12 CRs

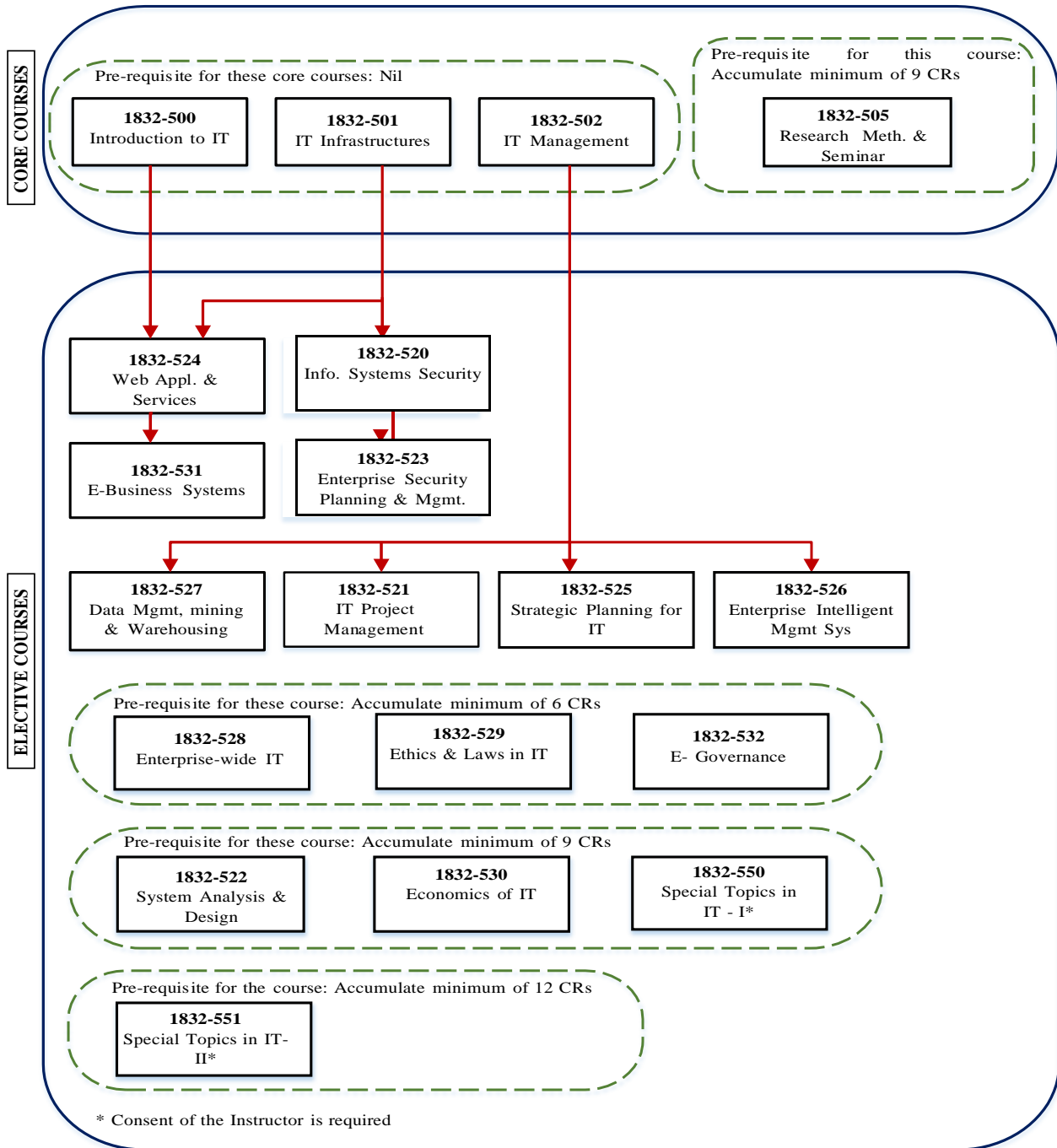
LIST OF ELECTIVE COURSES *

Course No	Course name	Prerequisite
1832-520	Information Systems Security	1832-501
1832-521	Information Technology Project Management	1832-502
1832-522	Systems Analysis and Design	Accumulate a minimum of 9 CRs
1832-523	Enterprise Security Planning and Management	1832-520
1832-524	Web Applications and Services	1832-500 & 1832-501
1832-525	Strategic Planning for Information Technology	1832-502
1832-526	Enterprise Intelligent Management Systems	1832-502
1832-527	Data Management, Mining, and Warehousing	1832-502
1832-528	Enterprise-wide Information Technology	Accumulate a minimum of 6 CRs
1832-529	Ethics and Laws in Information Technology	Accumulate a minimum of 6 CRs
1832-530	Economics of Information Technology	Accumulate a minimum of 9 CRs
1832-531	E-Business Systems	1832-524
1832-532	E-Governance	Accumulate a minimum of 6 CRs
1832-550	Special Topics in Information Technology-I	Accumulate a minimum of 9 CRs + Consent of Instructor
1832-551	Special Topics in Information Technology-II	Accumulate a minimum of 12 CRs + Consent of Instructor

*Students are allowed to take up to 6 credit hours (as part of the Elective Courses) from any 500 level courses offered by other departments at Kuwait University subject to the approval of the MSIT Graduate Program Committee. Alternatively, students are also allowed to take up to 6 credit hours in other universities under Graduate Exchange Program or Study Abroad Program subject to the approval of the Graduate Program Committee.

7.3 COURSE DEPENDENCY GRAPH

MSIT Course Dependency Diagram



8. GRADUATION REQUIREMENTS FOR MASTER STUDENTS

8.1 REQUIREMENTS FOR MSIT WITH THESIS

1. Passing all the required courses (33CRs).
2. Obtaining minimum GPA of 3.00.
3. Passing the thesis examination.

MSIT Thesis Path

Course Requirements for the Thesis option

Completing course requirements for a total of 24 CRs (including 12 CRs of core courses: 1832-500, 501, 502, 505, 592 and 12 CRs of elective courses (see list of Elective courses)).

Registration of course 1832-597: Thesis Proposal needs to be submitted.

The following duly filled forms should be submitted to supervisor and subsequently to COGS through MSIT program director

1. **AC/1 T: Request to register for the Master's Thesis**
This form should be submitted to the COGS within 3 weeks from the beginning of the semester in which the student is currently registered for thesis.
2. **AC/2 T: Thesis research proposal and budget**
This form should be submitted to COGS within 5 weeks from the beginning of the semester in which the student is currently registered for thesis.
3. **AC/3 (If needed): Change of supervisory committee and request to change study option.**

Registration of course 1832-598: Student must have satisfactory progress (S) in course 1832-597.

Registration of course 2000-599: Thesis Defense (9 CRs).

1. Candidate must have satisfactory progress in course 1832-598, reported by the supervisor to COGS.
2. Candidate can register the 2000-599 course as a co-requisite to 1832-598.

On completing the requirements of course 2000-599 satisfactorily, the following forms have to be duly filled and submitted to COGS through MSIT program director:

1. **AC/4:** Thesis examination committee: Two copies of the thesis (one spiral bound and one soft copy) must be submitted with the form.
2. **AC/6T:** Thesis examination date to be filled by MSIT program director.
3. **AC/7:** Thesis examination result to be filled by convener of thesis examination committee.
4. **AC/8:** Form for distributing final bound thesis to be duly filled and submitted.
5. **AC/9:** Submitting custody Items to be filled by student and submitted to the COGS through MSIT program director.
6. **AC/10:** Thesis binding allowance to be filled by student and duly submitted.

8.2 REQUIREMENTS FOR MSIT NON-THESIS

1. Passing all the required courses (33CR).
2. Obtaining minimum GPA of 3.00.
3. Passing the comprehensive examination.

MSIT Non-Thesis Path

Course Requirements for the Non-Thesis option

Completing course requirements for a total of 30 CRs (including 12 CRs of core courses: 1832-500, 501, 502, 505, 592 and 18 CRs of elective courses (see list of elective Courses))

Student registers in the following course

1832-593: Project (3 CR)

The following duly filled forms should be submitted to supervisor and subsequently to the COGS through MSIT program director

1. **AC/1 P: Request to register for the Master's Project**
This form should be submitted to the COGS within 3 weeks from the beginning of the semester in which the student is currently registered for project (1832-593).
2. **AC/2 P: Project Research Proposal & Budget**
This form should be submitted to COGS within 5 weeks from the beginning of the semester in which the student is currently registered for project.
3. **AC/3 (If needed): Change of supervisory committee & request to change study option.**

Comprehensive examination

1. Non-thesis MSIT students are eligible to take the comprehensive exam after satisfactorily passing the core courses (1832-500, 501, 502, 505, 592).
2. A student has to pass the comprehensive examination arranged by MSIT departmental committee under the article (22) of COGS by-laws.

1. A student must submit a project report and give a project presentation to the project supervisor.
2. **AC/9:** Submitting custody Items to be filled by student and submitted to the COGS through MSIT program director.

9. THESIS REGISTRATION

Upon completing one semester, a graduate student may (with the approval of the academic supervisor, the program director and the COGS) register for a thesis in accordance with the following rules:

1. Completion of a minimum of 12 credits of courses approved for the degree, with a minimum GPA of 2.67.
2. Registration for a thesis as a full-time study load.
It should be noted that registration for thesis may last for more than one semester and the student must register every semester until graduation. The thesis under preparation is given a grade of "Satisfactory (S)" or "Unsatisfactory (U)". The final grade given after thesis examination is either Pass (P) or Fail (F).
3. Fulfillment of the thesis registration forms.
It should be noted that the required forms can be obtained on-line from the website of the College of Graduate Studies (COGS): <http://kuweb.ku.edu.kw/COGS/>.

10. MASTER THESIS

10.1. SUPERVISION OF THESIS

An academic supervisor shall be nominated for each Master's student who is required to prepare a thesis. The nomination should take place as soon as possible but not later than the end of the semester following the one in which the student was admitted. The supervisor's major field of specialization should be the same as that of the student. A co-supervisor whose major field of specialization or program is different from that of the student but related to the student's research, may be nominated.

The Program Committee submits its recommendation for the nomination of the main supervisor and co-supervisor (if any) to the COGS for approval. The approval is based on satisfying the requirements stipulated by COGS. The student is supposed to have only one main supervisor. The addition of a co-supervisor should be justified and approved by the COGS after studying the matter.

10.2. RESPONSIBILITIES OF THE MAIN SUPERVISOR AND CO-SUPERVISOR

The main supervisor is primarily responsible for guiding the student through various stages leading to the preparation and submission of the thesis. These stages include selecting a research topic, formulating the research plan, registering for the thesis, conducting the actual research, and writing the thesis. Other responsibilities of the main supervisor are as follows:

1. Accounting for any payments made for the student's thesis research, in accordance with the relevant guidelines and prescribed procedures.

2. Conducting periodical evaluation of the student's research performance and thesis under preparation.
3. Participating in the final evaluation of the student's thesis.

The role and responsibilities of the co-supervisor are determined by the concerned Program Committee.

10.3. EVALUATION OF THESIS

All thesis prepared by Master's degree students at Kuwait University are evaluated by external referees. Details on the rules governing the evaluation process and the procedures that have to be followed, can be found in the booklet entitled "A Guide to Master's Thesis".

10.4. THESIS EXAMINATION COMMITTEE

The Thesis Examination Committee is formed according to article (24) of the COGS by-laws. In the case of resorting to voting in order to determine the result of the examination, the vote should be counted as follows:

1. Supervisor or co-supervisor or both (one vote)
2. The two faculty members in the major specialization of the student (one vote each)
3. Report of the external referee (one vote)
4. Report of the second external referee if resorted to (one vote).

In the case of equal number of votes on both sides, the opinion of the side which include the Committee Chairman shall prevail.

11. COMPREHENSIVE EXAMINATION

Each non-thesis graduate student has to pass a written and oral examination. The examination must be so comprehensive as to reveal the extent of the student's preparation to pursue graduate studies in his/her field of specialization. In particular, it must show the student's capabilities with respect to synthesis, analysis, interpretation, application and discussion.

The Program Committee shall lay down clear written rules as well as a well-defined policy on comprehensive examination and inform the concerned students, about the following:

1. Date, time, and place of holding the comprehensive examination.
2. Clearly defined and written academic subject in which the students are to be examined.

In the case of programs which follow the annual system, the Comprehensive Examination may be conducted through the committees of oral examinations which are held for each course, provided that the area committee specifies the rules and regulations under which these examinations shall be held and attended, and the comprehensiveness in the field of specialization

is taken into consideration.

11.1. COMPREHENSIVE EXAMINATION COMMITTEE

The Comprehensive Examination Committee consists of at least three members of the academic program, appointed by the Dean of the COGS upon the recommendation of the program committee. The committee carries out the task of examining the students and delivering the results, using the form prepared for that purpose, to the program committee for submission to the COGS.

11.2. GRADE OF THE COMPREHENSIVE EXAMINATION

The student's grade in the Comprehensive Examination shall be "Pass" or "Fail".

A student who fails the examination for the first time must repeat it during the next semester. If the student fails for the second time he/she is academically dismissed from the Master's Degree Program.

11.3. RULES & REGULATIONS FOR THE COMPREHENSIVE EXAMINATION

The MSIT Non-Thesis option requires successful completion of comprehensive examination and a graduate-level capstone project. All MSIT students who choose Non-Thesis Option must pass the Comprehensive Examination after satisfactorily passing the core courses (1832-500, 501, 502, 505, 592). The Comprehensive Examination is conducted each semester by the MSIT Program committee.

The Comprehensive Examination has a written exam and an oral exam. The written exam constitutes 60% and the oral exam constitutes 40% of the total grade. The written exam covers three domains which are the core courses of the MSIT Program. The three domains are as follows:

Course #	Course Name
1832-500	Introduction to Information Technology
1832-501	Information Technology Infrastructures
1832-502	Information Technology Management

The comprehensive examination committee consists of at least Three faculty members representing the three areas listed above. The comprehensive examination committee is appointed by the MSIT program committee. The comprehensive examination committee is responsible for conducting the written exam and the oral exam.

The structure of the comprehensive examination is as follows:

- Each written exam consists of Subjective types of Questions. The written exam can include Objective types of Questions at the discretion of the examiner. It is preferred that Objective types of Questions do not exceed 40% of the total grade.
- The syllabus for each written exam should cover the entire syllabus from the respective

core course. The mode of the written exam may be OPEN book. However, the final decision is by the comprehensive examination committee.

- The duration of each written exam is 40 minutes.
- The duration of oral examination for each candidate is 20 minutes. Oral Exam is graded using the rubrics set by MSIT Comprehensive Committee.

The comprehensive examination committee conducts the exam and submits the result to the MSIT Program Director. The MSIT Program Director will then submit the grades to the COGS.

A student can appear for the comprehensive examination two times. A student who appears second time need not appear for all the exams. The student can choose to sit for the weak exams only. The grades of the previous exams will be retained for the second appearance. The grades in the second appearance is the maximum of first and second appearance for each exam.

The MSIT Comprehensive Examination will be held on the following dates:

Exam Type	Date
Written Exam	Monday of the 4 th Week Every Semester
Oral Exam	Tuesday of the 4 th Week Every Semester

The place and Time of the MSIT Comprehensive exam will be announced through circulation and publication on the MSIT website.

The syllabus of the MSIT Comprehensive exam is as follows:

Exam	Course #	Course Name	Syllabus
Exam I	1832-500	Introduction to Information Technology	All Chapters
Exam II	1832-501	Information Technology Infrastructures	All Chapters
Exam III	1832-502	Information Technology Management	All Chapters

The grading system of the comprehensive examination is as follows:

Exam Type	Course #	%
Written Exam I	1832-500	20%
Written Exam II	1832-501	20%
Written Exam III	1832-502	20%
Oral Exam	1832-500 + 1832-500 + 1832-500	40%
The overall passing grade is 70%		

12. COURSE DESCRIPTION

1832-500: INTRODUCTION TO INFORMATION TECHNOLOGY (CR: 3)

PR: None

This course introduces students to the fundamentals of Information Technology. Topics covered

include the binary system, data representation and coding, data communication, data compression, information theory, transmission and storage technology, graphics, role of the Information Technology in business, Information Systems, Databases. Data Warehousing, WEB Services, Enterprise Resource Management, Decision Support Systems. Students will have hands-on training in IT development tools.

1832-501: INFORMATION TECHNOLOGY INFRASTRUCTURES (CR: 3)

PR: None

This course introduces students to the components of the IT infrastructures. It covers the topics of the development and deployment of high-speed networks and application services in support of modern enterprise resource planning and management, technologies concepts include data communication, switching mechanisms, routing, data flow, network bridging, advanced network topologies, protocols, standards, server architectures, storage area networks, data center design and implementation, development of an integrated technical architecture (hardware, software, networks, and data) to serve organizational needs, enterprise application integration, XML and Web Services. Students will have hands-on training in some programming language. Students will have hands-on training in IT development tools.

1832-502: INFORMATION TECHNOLOGY MANAGEMENT (CR: 3)

PR: None

This course introduces students to the fundamentals of information management. Information technology management encompasses the activities related to the planning, organizing, acquiring, maintaining, and controlling of IT resources. Topics covered in the course include the process of managing IT in organizations, Data/Information/Knowledge Management. Utilization of IT in decision making, IT Management and Management Supported by IT, IT Economics, Managing IT Infrastructures, Information Resources Managing, System Development, and IT Control and Security, Managing merging Technologies, IT processes, Management of change, IT governance, Managing innovation in IT, and entrepreneurship in IT. Student will have hands-on training in database management systems. Students will have hands-on training in IT development tools.

1832-505: RESEARCH METHODOLOGY AND SEMINAR (CR: 3)

PR: Accumulated total of 9 CRs

This course introduces first time research graduate students to the fundamental elements of research methodology. Course topics covered include an overview of discipline-related methodological approaches to research, efficient development of research theme, managing a research project, basics of research design, research documentation, data information collection, efficient use of search engines, legal and ethical issues, protecting and exploiting research, intellectual property rights, presentation skills development, and the use of relevant research tools and technologies. The seminar will provide students an opportunity to practice critical review of a research topic and/or publication and to provide a professional presentation of the review. Each student will be assigned a topic in his/her area of research. In addition, a student will be asked to critically review the literature in his/her specific area of research. Each student will be asked to conduct a presentation using up-to-date presentation technologies.

INFORMATION SYSTEMS SECURITY (CR: 3)

PR: 1832-501

This course introduces students to the fundamentals of information systems security. Topics covered include Elementary Cryptography, Private versus Public Key Cryptography. Security requirements and applications of security in networking, the Web, databases, operating systems, basic concepts in security legal, ethical, social, and administrative principles.

INFORMATION TECHNOLOGY PROJECT MANAGEMENT (CR: 3)**PR: 1832-502**

This course introduces students to fundamentals of Information Technology Project Management based on the recognized international standards. The course is designed to equip students with knowledge and skills needed to prepare them to become better IT projects managers. They can apply in the IT project management. Topics covered in the course include the basic concepts of IT project management, including initiating, planning, controlling, executing, and closing projects. The course also shows how IT projects should be managed, from inception to post implementation review. The course aims at providing students with an opportunity to acquire improved management skills and abilities to define the project scope, create a workable project plan, and manage within the budget and schedule.

SYSTEMS ANALYSIS AND DESIGN (CR: 3)**PR: Accumulate a minimum of 9 CRs**

This course introduces student to the systems analysis and design principles and application. Topics covered include Systems development life cycle, analysis and design techniques, information systems planning and project identification and selection, requirements collection and structuring, process modeling, conceptual and logical data modeling, database implementation, design of the human-computer interface and data management, design of the human computer interface (HCI) System implementation and operation, system maintenance, and change management implications of systems. Students will use current methods and tools such as rapid application development, object-oriented analysis and design, prototyping, and visual development. Students will have hands-on training in UML and its related software tools. Students will have hands-on training in IT development tools.

ENTERPRISE SECURITY PLANNING AND MANAGEMENT (CR: 3)**PR: 1832-520**

The course focuses on the managerial aspects of information security in enterprises, such as access control models, information security governance, and information security program assessment and metrics. Developing security plans including a risk management plan. Developing a disaster recovery and business continuity plans. Coverage of the foundational and technical components of information security is included to reinforce key concepts. Laws and international security standards like the ISO 27000 series will introduced.

WEB APPLICATIONS AND SERVICES (CR: 3)**PR: 1832-500 & 501**

This course introduces students to the web applications and services. Topics include core technologies and standards for Web-based distributed systems, network and data standards with particular attention to HTML, XML, http, URL and other web technologies including APIs. Also included are web services and various applications. Students will have hands-on training in web

application and development.

STRATEGIC PLANNING FOR INFORMATION TECHNOLOGY (CR: 3)

PR: 1832-502

This course introduces students to the fundamental principles of strategic planning for information technology. Topics covered in this course include tactical, operational and strategic planning, the importance of strategic IT planning, developing IT strategy, business IT Strategic alignment, developing and maintaining a strategic plan.

ENTERPRISE INTELLIGENT MANAGEMENT SYSTEMS (CR: 3)

PR: 1832-502

This course introduces students to the fast evolving area of Enterprise Intelligent Management Systems (EIMSs). Topics covered include data transformation to knowledge and value chain, customer service management, business process analysis and design, the principles of decision support systems, intelligent tools for enterprise management, executive information systems, business intelligence systems (BI), and decision support tools in Enterprises. Theoretical concepts are applied to real-world applications.

DATA MANAGEMENT, MINING, AND WAREHOUSING (CR: 3)

PR: 1832-502

This course introduces students to fundamentals of data management, data mining, and data warehousing. Topics covered in the course include data modeling for the enterprise, database management systems, data warehousing techniques, data mining principles for extracting information, data visualization. Students will have hands-on training in advanced database management systems. Students will have hands-on training in IT development tools.

ENTERPRISE-WIDE INFORMATION TECHNOLOGY (CR: 3)

PR: Accumulate a minimum of 6 CR.

This course focuses on workflow management technology, value chain management, enterprise resource planning, and knowledge management. Students will have hands-on training in ERP systems. Student will have hands-on training in IT development tools.

ETHICS AND LAWS IN INFORMATION TECHNOLOGY (CR: 3)

PR: Accumulate a minimum of 6 CRs

This course focuses on the ethical, social, and legal implications of information technologies. Issues of privacy preservation, personnel security and ethics are covered.

ECONOMICS OF INFORMATION TECHNOLOGY (CR: 3)

PR: Accumulate a minimum of 9 CRs

This course examines economic theories related to information technologies and systems, IT resources as commodities, Quantitative methods for cost benefit analysis and return on information technology investment evaluation are introduced. Strategies for measuring cost factors related to information technology implementation within an organization are introduced.

E-BUSINESS SYSTEMS (CR: 3)

PR: 1832-524

This course introduces students to the analysis and design of E-Business Systems. Topics covered include Introduction to e-business, Business models and concepts, Technology Information, E-business design, patterns and architectures, Security and payment, Marketing concepts and communication, Ethical , social and political issues, Online retailing and services, social networks, auctions and portals. Supply chain management, Customer relation management, E-procurement and e-fulfillment Systems, Business intelligence (BI), m-Business, and v-Business.

E-GOVERNANCE (CR: 3)

PR: Accumulate a minimum of 6 CRs

This course introduces students to the evolving area of E-Government/Governance Topics covered include the nature of government information, the role of information policy in shaping e-government, implications of government efficiency, transparency, communication, service delivery, engagement with citizens, and information provision, collection, and preservation means of evaluating the impacts and successes of e-government, foundations required in designing, delivering, evaluating, managing e-government, ITI Government, and v-Government.

1832-550: SPECIAL TOPICS IN INFORMATION TECHNOLOGY I (CR: 3)

PR: Accumulate a minimum of 9 CRs + Consent of Instructor

A set of most-up-to-date topics related to the field of Information Technology will be studied in this course.

1832-551: SPECIAL TOPICS IN INFORMATION TECHNOLOGY II (CR: 3)

PR: Accumulate a minimum of 12 CRs+ Consent of Instructor

A set of most-up-to-date topics related to the field of Information Technology will be studied in this course.

1832-592: SEMINAR CR 0

1832-593: PROJECT CR 3

1832-597 I THESIS CR 0

1832-598 II THESIS CR 0

2000-599 THESIS CR 9

13. SOME IMPORTANT INFORMATION

1. The following grading scale is used for evaluation of student’s performance:

Percentage Range	Letter Grade	GPA
95-100	A	4.00 point
90-94	A-	3.67 point

87-89	B+	3.33 point
83-86	B	3.00 point
80-82	B-	2.67 point
75-79	C+	2.33 point
70-74	C	2.00 point
Less than 70%	F	zero point

2. The study load of a full-time student ranges between (9-15) credits during each semester.
3. The study load of a part-time student ranges between (6-9) credits during each semester. In exceptional cases a student may, with the approval of both the program director and the COGS, register for less than the specified workload.
4. An employed applicant should submit from the place of work a signed notification of joining the program.
5. A student's final grade can be deferred and a grade of "Incomplete" (I) can be given due to reasons acceptable by the course instructor and approved by the program director. The student has to complete these requirements during the time specified by the COGS, or his/her grade for the course changes to "Fail" (F).
6. A student who studies a course that continues for more than one semester (under semester system), is given a grade of "Continuing Course" (CC). The final grade is recorded only in the last semester of the course. At the end of this semester, it is not allowed to postpone the award of final grade. The course credits (if any) shall be used in computing the student's study load only once.
7. A student who has registered for the thesis, is given a grade of "Satisfactory" (S), or "Unsatisfactory" (U), as long as his/her research is ongoing. The final grade [P/F] is not given until after thesis examination.
8. A student is given one chance to repeat up to a maximum of 2 courses which she/he had previously studied and obtained a grade of B or less. It should be noted that the repetition of a course does not lead to the cancellation of the previously obtained grade. An average of both grades is calculated (See article 18 item 10, COGS by-laws).
9. A student, who is caught cheating or attempting to cheat or helping others to cheat in the exam, will be considered to have failed in all courses registered during the semester in which the cheating occurred.
10. If cheating is repeated, the student is academically dismissed from the CGC and the dismissal is indicated in his/her academic record.
11. If it is confirmed that a student has done anything that violates examination regulations, s/he will be considered to have failed the course for which the examination was taking place when the violation occurred.

14. LIST OF FORMS USED FOR MSIT PROGRAM

MSIT student has to fill following forms at different stages as listed in below table. The required form can be download from COGS URL ([http://kuweb.ku.edu.kw/COGS/.](http://kuweb.ku.edu.kw/COGS/)) or from IS department URL (<http://www.isc.ku.edu.kw>) or from the MSIT program director office.

The forms and their purpose.

Non-Thesis Option		Thesis Option	
AC/1P	Request to register for the Master's project (Non-Thesis option)	AC/1T	Request for Master's Thesis registration
AC/2P	Project research proposal and budget (Non-Thesis option)	AC/2T	Thesis Research proposal and budget
AC/3	Change of Supervisory Committee and change study options in Master's	AC/4T	Thesis Examination Committee
		AC/6T	Thesis Examination date
		AC/7T	Thesis Examination result
		AC/3FF	Transfer of approved budget
		AC/8	For Distributing final bound thesis
		AC/10	Thesis Binding Allowance
Graduation			
AC/9	Submitting custody items		

15. TIME LIMIT FOR COMPLETING STUDIES

1- Minimum Time Limit:

The minimum time limit for completing the requirements of Master's Degree is twelve months.

2- Maximum Time Limit:

A. Full-Time Students:

The student has to complete all the requirements for Master's Degree Program within two years from the date of enrollment. The student may, upon the approval of the COGS, be given a chance to maintain his/her enrollment in the program for an additional period not exceeding two academic years.

B. Part-Time Students








The part-time Student has to complete all the requirements for the Master's Degree Program within three years from the date of enrollment. The student may, upon the approval of the COGS, be given a chance to maintain his/her enrollment in the program for an additional period not exceeding two academic years.









In the case of students who have been admitted after studying graduate courses at Kuwait










University or for whom courses studied at other academic institutions have been approved, one semester will be deducted from the normal period for completing Master's degree requirements for every six (6) approved credits and time fractions are ignored.

16. ISC MEMBERS PROFILE

FACULTY MEMBERS

S.No.	Name	Job Title	Photo	Phone Ext.	Email	Research Interests
1.	Abdullah Al Mutairi	Assistant Professor		24633275	abdullah.almutairi@ku.edu.kw	Machine Learning, Deep Learning, Artificial Neural Networks, Computer Vision, Data Mining, Social Network Mining
2.	Aseel Al Monaies	Assistant Professor		24633265	asil.almonaies@ku.edu.kw	Web Systems Development
3.	Bader Ali	Assistant Professor		24633122	bader.ali@ku.edu.kw	Large Scale distributed systems, Social networking, inspired trusted network systems, Digital Rights management, Digital identity management.
4.	Bader Al-Khazi	Assistant Professor		24633274	bader.alkhazi@ku.edu.kw	Software Quality & Testing, c-Government, Security, Mobile computing, Education
5.	Dari Alhuwail	Assistant Professor		24633274	dari.alhuwail@ku.edu.kw	Health Informatics, Information Systems Adoption, Quality Assurance and Performance Improvement, Systems Development, Human Computer Interaction, Systems Evaluation, Geographical Information Systems, GeoHealth, IS Policies and Strategies
6.	Eiman Al-Shammari	Assistant Professor		24633236	dr.eiman@ku.edu.kw	Data Mining, IT applications (Educational/Environmental)
7.	Fatima Boujarwah	Assistant Professor		24633177	f.boujarwah@ku.edu.kw	Human Computer Interaction, Technology and Healthcare, Data Science, Crowdsourcing, Accessibility, Educational Technologies, Autism and Technology

8.	Hanady Abdulsalam	Associate Professor		24633213	hanady.abdulsalam@ku.edu.kw	Data mining, data aggregation in WSN, data stream management, data management using cloud and fog computing.
9.	Helal Al-Hammadi	Associate Professor		24633113	helal.alhamadi@ku.edu.kw	Fuzzy Logic, Power Quality, Mobile Adhoc Networks
10.	Jehad Al Dallal	Professor		24633309	j.aldallal@ku.edu.kw	Software testing, software metrics, protocol engineering
11.	Kalim Qureshi	Associate Professor		24633374	kalimuddin.queshi@ku.edu.kw	Medical Imaging , Parallel and Distributed systems
12.	Kassem Saleh	Professor		24633160	kassem.saleh@ku.edu.kw	Software engineering, Information security, project management: stakeholder, risk and quality management
13.	Loulwah Al-Sumait	Assistant Professor		24633086	loulwah.alsumait@ku.edu.kw	Data Mining, Pattern Recognition, Text Mining, Generative Bayesian Modelling, Deep Learning (Graph Neural Networks), applications include Arabic text and speech recognition and social network analysis.
14.	Mostafa Abd-El-Barr	Professor		24633301	mostafa.abdelbarr@ku.edu.kw	Information Systems Security, Information Technology, Fault-Tolerant Computing, Computer Networks Optimization, Parallel Processing/Algorithms, Beyond-Binary Systems
15.	Muhammad Sarfraz	Professor		24683029	muhammad.sarfraz@ku.edu.kw	Computer Graphics, Computer Vision, Image Processing, Machine Learning, Pattern Recognition, Soft Computing, Data Science, Intelligent Systems, Information Systems, Health Informatics, Systems Development, Human Computer Interaction, Information Technology.

16.	Naelah Al-Dabbous	Assistant Professor		24633364	naelah.aldabous@ku.edu.kw	Information system security, information system development, Wireless Communications, Adaptive Signal Processing, Technology and Health care.
17.	Omar Al-Ibrahim	Assistant Professor		24633269	omar.alibrahim@ku.edu.kw	Information security, cybercrime, social-network analytics, mobile security, reverse engineering, malware analysis, blockchain security
18.	Paul Manuel	Professor		24633153	p.manuel@ku.edu.kw	Graph algorithms, Computational Complexity and Information Systems
19.	Ranya Al Awadhi	Assistant Professor		24633264	ranya.alawadhi@ku.edu.kw	Information Security
20.	Safaa Zaman	Assistant Professor		24633311	s.3zaman@ku.edu.kw	Intrusion Detection Systems
21.	Sana BuHamra	Associate Professor		24633002	sana.buhamra@ku.edu.kw	Statistics
22.	Shaikha AlDuaij	Assistant Professor		24633373	alduaij.shaikhaesam@ku.edu.kw	Information privacy, data mining applications, and cyber security.
23.	Zainab Al-Jazzaf	Assistant Professor		24633223	dr.zainab@ku.edu.kw	Web Services, Service Oriented Architecture, Quality of Services, Trust, Service Management, Cloud computing, e-governance, e-learning, e-commerce, e-crime, e-voting.
24.	Zainab Al-Meraj	Assistant Professor		24633714	z.almeraj@ku.edu.kw	Computer Graphics, Mathematics, Human Computer Interaction HCI, Accessibility and Usability, User-Centered Design UCO

TEACHING ASSISTANTS

Name	Job Title	Phone Ext.	Email
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Aisha Al-Hotti	Teaching Assistant	24633013	aisha.alhouthi@ku.edu.kw
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ADMINISTRATIVE STAFF

Name	Job Title	Phone Ext.	Email
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Sherwin Renata	Applied System Analyst	24633180	sherwin.renata@ku.edu.kw
Sameh Abdu El-Mawgod	Secretary	24633096	Xman_1112002@yahoo.com

TECHNICAL STAFF

Name	Job Title	Phone Ext.	Email
Laila Buhamad	Programmer	24633378	Laila.buhamad@ku.edu.kw
Monya Al-Eidan	Computer Engineer	24633193	eng.monya@ku.edu.kw
Lotfy El-Shahed	Lab Technician	24633216	Lofty_lme@hotmail.com

17. CALENDAR OF THE COLLEGE OF GRADUATE STUDIES

Fall Semester 2019-2020

Day	Date	Details
Thursday	23/05/2019	Last day for submitting registration form (AC1) of the First Semester 2019-2020 for thesis, project or dissertation. (1)
Sunday	25/08/2019	Beginning of late registration, addition, withdrawal from courses for COGS students. (2)

Sunday	1/09/2019	Sending files of non-degree students asking to be transferred to degree system and beginning of submitting new requests or renewal of scholarships and academic assistantships and the beginning of admission postponement.
Sunday	1/09/2019	Beginning of registration in closed sections by program directors in the academic colleges.
Thursday	5/09/2019	Last day for late registration, addition, withdrawal from courses for COGS students.
Sunday	8/09/2019	Beginning of classes.
Wednesday	11/09/2019	Last day for registration in closed sections by program directors in the academic colleges.
Thursday	12/09/2019	Last day for submitting new requests or renewal of scholarships and academic assistantships. Last day for changing student's time status and admission postponement. (3)
Sunday	15/09/2019	Beginning of on-line fees payment for degree and non- degree students.
Sunday	15/09/2019	Beginning of on-line withdrawal from courses for degree and non- degree students and after fees payment. (5)
Thursday	19/09/2019	Last day for submitting grades of postponed exams for the first semester or the previous academic year.
Thursday	3/10/2019	Last day for on-line fees payment for degree and non-degree students.
Thursday	24/10/2019	Last day for submitting registration form (AC2) for thesis, project or dissertation.
Thursday	7/11/2019	Last day for withdrawal from courses for degree and non- degree students. No withdrawal after this date. (6)
Sunday	24/11/2019	Last day for withdrawing from the semester or the program (for degree students only). After this date requests for withdrawal are denied. The student should continue his/her study and sit for the exams. (7)
Sunday	24/11/2019	Beginning of early registration for the second semester 2019/2020.
Thursday	12/12/2019	Last day for early registration for the second semester 2019/2020.
Thursday	12/12/2019	Last day of classes and claiming fees refund.
Thursday	12/12/2019	Last day for submitting registration form (AC1) for thesis, project or dissertation of the second semester 2019/2020 (1).
Saturday	14/12/2019	Beginning of final exams.
Tuesday	24/12/2019	Last day of final exams.
Monday	30/12/2019	Last day for posting grades.
Tuesday	31/12/2019	Beginning of the first semester vacation.
Saturday	18/1/2020	End of the first semester vacation.

***Remarks:**

1. The student cannot register in thesis or project unless he/she submits the registration form (AC1) and approved by the administration of the Academic affairs. The registration form (AC1) will not be approved for medicine students unless he/she passes the qualifying exam.
2. A student who is given a provisional admission on the condition of passing undergraduate courses cannot register the conditional courses on-line accordingly; s/he should visit the Registration Division at the COGS during the registration period in the morning.

3. Admission of the regular student who did not register in the same semester he was accepted in can postpone in a period not exceeding an academic year according to the petition of the student and the approval of the program committee and COGS. A student who is given a provisional admission on the condition of passing undergraduate courses cannot withdraw or postpone his admission from the semester.
4. The form must be submitted in the coming years at the date specified in the academic calendar. The student cannot register in the thesis, project or dissertation unless he/she submits the registration form (AC1).
5. A student cannot withdraw from any course unless s/he pays the fees (please refer to the Registration Guide), providing that this should not be less than the approved academic load according to the type of study. Student should print and keep the voucher after on-line fees payment. Fees cannot be refunded after the end of the academic year.
6. A non-degree student cannot withdraw from the program or the semester yet s/he can withdraw from all the registered courses during the period for courses withdrawal.
7. A grade of (F) is posted in all the registered courses for a student in case s/he did not continue attending classes and taking the final exam. There is no FA, D, D+ or C- grade in the COGS grading scale.

18. MORE INFORMATION ON THE PROGRAM

For any further information on the MSIT program, the reader is referred to the COGS site: <http://kuweb.ku.edu.kw/COGS/>.