

## IMPORTANT AOU INFORMATION THAT 'YOU' MUST KNOW

1. EQUAL OPPORTUNITIES AND RESPECT FOR DIVERSITY POLICY
2. HEALTH & SAFETY POLICY
3. AOU SAFEGUARDING POLICY
4. AOU – OU UNDER GRADUATE STUDENT REGULATIONS
5. AOU – OU POST GRADUATE STUDENT REGULATIONS
6. AOU ADMISSION POLICY
7. AOU EXAMINATION AND ASSESSMENT POLICY AND PROCEDURE
8. EXTENUATING CIRCUMSTANCES POLICY
9. ACADEMIC ADVISING POLICY
10. APPEALS AND COMPLAINTS PROCESS AND PROCEDURES
11. PLAGIARISM SCHEME AND PENALTIES
12. STUDENT RETENTION POLICY
13. AOU STUDENT CODE OF CONDUCT AND DISCIPLINARY PROCEDURES
14. AOU SAFEGUARDING POLICY
15. POLICY FOR ADDRESSING HARRASSMENT
16. AOU CODE OF PROFESSIONAL CONDUCT
17. STUDENT PROTECTION PLAN

The above information is available on : [www.arabou.edu.kw](http://www.arabou.edu.kw)



## **AOU AT A GLANCE**

ARAB OPEN UNIVERSITY  
Arab Open University - Headquarters  
Ardiya Industrial Area, Farwanya, Al-Safat  
13033. P.O. Box 3322 Kuwait  
+(965) 24394143  
+(965) 24394150

[www.arabou.edu.kw](http://www.arabou.edu.kw)

## **AOU VALUES:**

- ❑ We foster the following value in our pursuit to provide you with the best education:
- ❑ Caring for students seeking knowledge: Our students make the actual wealth of Arab societies; therefore, caring for them and investing in them is topmost among our priorities and basic values, which we are proud of and care about them.
- ❑ Community service and social responsibility: We care about boosting the relationship between the University and the local community, which provides us with the inputs. We also care about serving the society and contributing to its growth and development.
- ❑ Lifelong learning: We are keen to enable our human resources cope with progress and advancement in human knowledge, and consequently develop their scope of knowledge, capabilities, skills, and attitudes continuously.
- ❑ Commitment to total quality standards: We commit ourselves totally to quality standards according to well-defined, objective and international standards, which are subject to review, scrutiny and accountability by our partners in academic affairs and related issues.
- ❑ Encouraging creativity: We are keen on encouraging our students not only to acquire knowledge but also to contribute to generating new ideas and creating methods to apply knowledge.

- ❑ Commitment to professionalism: At AOU, we try our best to develop our human resources to highest levels of professionalism to provide top-level services in all areas and according to scientific and moral standards marked with objectivity, integrity, transparency and accountability, together with whatever experience and expertise required by the code of professional ethics.
- ❑ Belonging/Affiliation: For us, belonging/affiliation is the belief in and adherence to the AOU vision and its mission, and the quest to achieve them most professionally.
- ❑ Teamwork: We believe in unifying the AOU vision and mission despite diversity of local cultures across branches and the variation in their social and political environments. As such, we believe that creative teamwork is the guarantor to realizing the University philosophy and objectives in line with the approved strategic plan.
- ❑ Taking care of human resources: We consider our human resources at all organizational levels the most valuable of all, and we consider taking care of them and protecting them a priority.
- ❑ Equal opportunities and respect for Diversity: We are committed to giving each and every AOU member equal opportunity in teaching and learning as we respect the our diverse member groups.
- ❑ Accountability, integrity, and transparency: At AOU, we are keen to perform our duties according to the rules and procedures in force at the University, and also according to objective measures of evaluation and accountability.