



RICHMOND  
THE AMERICAN INTERNATIONAL  
UNIVERSITY  
IN LONDON

UNIVERSITY CATALOGUE  
2013–2014



# AN AMERICAN EDUCATION, A BRITISH SETTING, A GLOBAL FUTURE

## WELCOME TO RICHMOND, THE AMERICAN INTERNATIONAL UNIVERSITY IN LONDON.

Located in one of the great world capitals, Richmond distinguishes itself as a truly international University by enrolling students from more than 100 countries.

The University's academic programme, which encompasses business, communications, international relations, and the arts, reflects the American tradition of broad-based core studies, the Liberal Arts.

Significantly, Richmond's underlying theme is globalism. The 21st century needs leaders who are keenly aware of, and competent within, the diversity existing in the world. The University's academic programme is particularly relevant to those who aspire to leadership positions on the world stage, whatever their chosen profession.

Richmond has campuses in two of London's most appealing communities: Richmond-upon-Thames and Kensington. The Richmond Hill campus, which dates back to the founding of Richmond College in 1843, is the location for first-year and second-year students. Upper-division students typically relocate to the campus in Kensington, Central London, where graduate studies are also pursued.

Accredited in both the US and the UK, Richmond provides an American education in a British setting, offering a comprehensive, and profoundly awakening, university degree experience for a global future.





Construction of the Main Building at the Richmond Hill campus began in 1841 and was completed in 1843, when it opened as the Wesley Theological Institution. Later known as Richmond College, it became part of London University, whose degrees it awarded until 1971. In 1972, it became Richmond College, an independent, international, not-for-profit, liberal arts college. Today the university is known as Richmond, The American International University in London.

Richmond is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognised by the U.S. Secretary of Education and the Council for Higher Education Accreditation. Richmond is licensed to award Associate of Arts, Bachelor of Arts, Bachelor of Science, Master of Arts, and Master of Business Administration degrees by the Department of Education in the State of Delaware. Richmond's degrees are also designated by the Department for Education and Skills (DfES) of Her Majesty's Government in the United Kingdom (Recognised Awards) Statutory Order 2006 (SI 3121) dated 23 November 2006. The university has been awarded an "A-rated" Tier 4 (Students) Sponsor's Licence and has been certified as a "Highly Trusted Sponsor" by the United Kingdom Border Agency.

Richmond has been a voluntary subscriber to the QAA since August 2009. In May 2013 the QAA conducted an Institutional Review, and Richmond was found to have met expectations in all review judgements including: the academic standards of the awards the University offers, the quality and enhancement of student learning opportunities and the publication of information about those opportunities. The full review report can be consulted at: <http://www.qaa.ac.uk/InstitutionReports/Pages/Richmond-The-American-International-University-in-London.aspx> Richmond is approved by The Open University as an appropriate organisation to offer higher education programmes leading to Open University validated awards.

The information presented in this catalogue is accurate at the time of publication. Richmond is, however, an evolving institution and changes are regularly introduced to improve the quality of the educational experience the University offers. Consequently, Richmond reserves the right to alter course offerings, programmes, calendar, and regulations. However, when it does so, every effort will be made to inform students of such changes. Further, students already enrolled will not normally be required to meet degree requirements not in effect at the time of their admission to the degree programme. Students are responsible for being aware of and abiding by the rules, regulations, policies, and procedures of the university, as they are described in the university catalogue and other student guides and handbooks.

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# ACADEMIC CALENDAR 2013/14 – 2014/15

## FALL 2013

26 Aug = Bank Holiday

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0	2 – 6 Sep	2 Sep Move-in Day; 3 – 6 Sep Orientation and Registration
1	9 – 13 Sep	9 Sep First Day of Classes; Add/Drop all week
2	16 – 20 Sep	
3	23 – 27 Sep	
4	30 Sep – 4 Oct	5–6 Oct Re-sit Exams
5	7 – 11 Oct	
6	14 – 18 Oct	Priority Registration for Spring & Summer 2014
7	21 – 25 Oct	Mid-term Exams
8	28 Oct – 1 Nov	Late Registration for Spring 2014 until semester closes
9	4 – 9 Nov	
10	11 – 15 Nov	
11	18 – 22 Nov	
12	25 – 29 Nov	25 Nov Last day to withdraw from a course (5.00 pm)
13	2 – 6 Dec	6 Dec Last day of classes
14	9 – 13 Dec	Exams
	16 – 20 Dec	
	23 – 27 Dec	
	30 Dec 2013 – 3 Jan 2014	

## SPRING 2014

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		7 Jan Move in day (new students)
		08–10 Jan Spring Orientation/Registration;
		11 Jan Move in day (continuing students)
1	13 – 17 Jan	13 Jan First day of classes; Add/Drop all week
2	20 – 24 Jan	
3	27 – 31 Jan	
4	3 – 7 Feb	08 – 09 Feb: Re-sit Exams
5	10 – 14 Feb	
6	17 – 21 Feb	Academic Advising meetings in preparation for Priority Registration
7	24 – 28 Feb	Priority Registration for Summer and Fall 2014;
8	3 – 7 March	Mid-term Exams
	10 – 14 March	SPRING BREAK
9	17 – 21 March	Late Registration for Summer & Fall 2014 until semester closes
10	24 – 28 March	
11	31 Mar – 4 Apr	
12	7 – 11 April	7 April Last day to withdraw from classes
13	14 – 18 April	18 April Good Friday
		21 April Easter Monday; 22 & 23 April Easter Makeup Days
14	21 – 25 April	24 April Study Day; 25 April Day 1 of Exams
	28 Apr – 2 May	28 Apr – 1 May = Exams Days 2–5
	5 – 9 May	5 May Bank Holiday
	12 – 16 May	15 May Commencement

## SUMMER 2014

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		19 May Move-in Day;
		20 May Summer Orientation and Registration;
1	19 – 23 May	21 May First day of classes and Add/Drop
2	26 – 30 May	26 May Bank Holiday
3	2 – 6 June	6 June Mid-term Exams
4	9 – 13 June	
5	16 – 20 June	16 June 5.00 pm Last Day to Withdraw
6	23 – 27 June	27 June Exams
	7 – 11 Jul	
	14 – 18 Jul	
	21 – 25 Jul	
	28 Jul – 1 Aug	
	4 – 8 Aug	
	11 – 15 Aug	
	18 – 22 Aug	
	25 – 29 Aug	25 Aug Bank Holiday

## FALL 2014

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0	1 – 5 Sep	2 Sep Move-in Day (new students); 3–5 Sep Fall Orientation and Registration
1	8 – 12 Sep	8 Sep First Day of Classes; Add/Drop all week
2	15 – 19 Sep	
3	22 – 26 Sep	
4	29 Sep – 3 Oct	4 – 5 Oct Re-sit Exams
5	6 – 10 Oct	
6	13 – 17 Oct	Priority Registration for Spring & Summer 2015
7	20 – 24 Oct	Mid-term Exams
8	27 – 31 Oct	
9	3 – 7 Nov	Late Registration for Spring 2015 until semester closes
10	10 – 14 Nov	
11	17 – 21 Nov	
12	24 – 28 Nov	24 Nov 5.00 pm Last day to withdraw
13	1 – 5 Dec	5 Dec Last day of classes
14	8 – 12 Dec	Exams
	15 – 19 Dec	
	22 – 26 Dec	
	29 Dec 2014 – 2 Jan 2015	





# ACADEMIC CALENDAR 2013/14 – 2014/15

## SPRING 2015

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0	5 – 9 Jan	5 Jan Move in day; 6–9 Jan Spring Orientation/Registration
1	12 – 16 Jan	12 Jan First day of classes; Add/Drop all week
2	19 – 23 Jan	
3	26 – 30 Jan	
4	2 – 6 Feb	7–8 Feb Re-sit Exams
5	9 – 13 Feb	Academic Advising meetings in preparation for Priority Registration
6	16–20 Feb	Priority Registration for Summer and Fall 2015
7	23–27 Feb	Mid-term Exams
	2–6 Mar	Spring Break
8	9–13 Mar	Late Registration for Summer and Fall 2015 until semester closes
9	16–20 Mar	
10	23–27 Mar	
11	30 Mar–2 Apr	3 April Good Friday
12	7–10 Apr	6 April Easter Monday; 7 April 5.00 pm Last day to withdraw
13	13–17 Apr	
14	20–24 Apr	20 & 21 April Easter Make-up Days; 22 Apr Study Day; 23 & 24 Apr UD Exams
	27 Apr–1 May	27 Apr – 29 Apr LD Exams
	4–8 May	4 May Bank Holiday
	11–15 May	
	18–22 May	21 May Commencement

## SUMMER 2015

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		25 May Bank Holiday; 26 May Move-in Day; 27 May Summer Orientation and Registration; 28 May First day of classes and Add/Drop
1	26–29 May	
2	1–5 Jun	
3	8–12 Jun	12 June Mid-term Exams
4	15–19 Jun	
5	22–26 Jun	22 June 5.00 pm Last Day to Withdraw
6	29 Jun – 3 Jul	2 July Last day of classes; 3 July Exams
	6–10 July 2015	

## Richmond's Mission

**Our Mission:** to deliver this vision, the Richmond Mission is to pursue the following commitments:

- A commitment to internationalism, cosmopolitanism and diversity in all endeavours of the university.
- A commitment to excellence in teaching and learning and the provision of a high quality student experience for an international student body.
- A commitment to high quality interdisciplinary research and scholarship.
- A commitment by faculty, staff and students to provide service to the community and to the development of globally active citizens.
- A commitment to engage with local, national and international business and to develop graduates prepared for employability and leadership in the global economy.

**The Vision:** to be an international university offering high quality undergraduate and postgraduate education, research excellence and public engagement.

## Accreditation

Richmond is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000). Richmond is licensed to award Bachelor of Arts, Bachelor of Science, Master of Arts, and Master of Business Administration degrees by the Department of Education in the State of Delaware. It is incorporated as a not-for-profit educational institution in the State of Delaware, and is a recognised 501(c)(3) public educational charity under US law.

Richmond's degrees are also designated by the Department for Education and Skills (DFES) of Her Majesty's Government in the United Kingdom (Recognised Awards) Statutory Order 2006 (SI 3121) dated 23 November 2006. The university has been awarded an "A-rated" Tier 4 (Students) Sponsor's Licence and has been certified as a "Highly Trusted Sponsor" by the United Kingdom Border Agency.

Richmond has been a voluntary subscriber to the QAA since August 2009. In May 2013 the QAA conducted an Institutional Review, and Richmond was found to have met expectations in all review judgements including: the academic standards of the awards the University offers, the quality and enhancement of student learning opportunities and the publication of information about those opportunities. The full review report can be consulted at: <http://www.qaa.ac.uk/InstitutionReports/Pages/Richmond-The-American-International-University-in-London.aspx>

Richmond is approved by The Open University as an appropriate organisation to offer higher education programmes leading to The Open University validated awards.

Richmond is also a member of the Association of American International Colleges and Universities, whose members are located throughout Europe and the Middle East.

## University Facilities

Courses are offered at the University's two London campuses, in Richmond and Kensington, and at its international study centres in Florence and Rome, Italy. The academic calendar is organised into two fifteen-week semesters and one six-week summer session. Students begin their studies at Richmond Hill, and most move to Kensington to complete their studies, generally spending two years on each campus.

As part of a four-year BA degree programme, students may spend a semester studying at one of Richmond's international study centres. Details about the programmes offered at each centre may be found in the section *Florence and Rome Study Centres*. The postgraduate programmes are offered at the Kensington Campus.

The Richmond International Academic and Soccer Academy (RIASA) offers selected student athletes a BA in International Sports Management. This programme is offered in the metropolitan area of West Yorkshire. Further details on the programme and the Leeds campus can be found on page 85 of this catalogue.

Student housing is available on each campus and an orientation programme introduces new students to the academic and social life on each campus.

### Richmond Hill Campus

The Richmond Hill campus, for first- and second-year students, consists of an impressive nineteenth-century neo-gothic building, set in a five-acre site at the top of Richmond Hill. The campus houses the Taylor Library, classrooms, computer laboratories, a dining hall, a student common room, an auditorium, student accommodation, administrative and faculty offices and other facilities.

### Kensington Campus

Richmond's Kensington campus, situated in one of central London's most beautiful residential neighborhoods, is attended by most third-year, fourth-year, and graduate students, as well as by the majority of study abroad students. The Kensington campus facilities are contained in five major buildings and include classrooms, a library, computer laboratories, the Centre for New Media with graphics and video-editing facilities, art and photographic studios, darkrooms, a dining hall, a student common room, administrative and faculty offices, and student accommodation.

## Further Information

It is the policy of the University that all students, applicants, or candidates for employment are considered without regard to race, colour, religion, sex, national or ethnic origin, or age. The University complies with the UK Disability Discrimination Act (2005) and the UK Data Protection Act (1998).

Richmond is a dynamic institution and improvements are regularly introduced to raise the quality of the educational experience that the University offers. Consequently, Richmond reserves the right to alter course offerings, programmes, the academic calendar, and policies, procedures and regulations. However, when it does so, every effort will be made to inform students of such changes. Students already enrolled will normally follow the degree requirements in effect at the time of their admission.

# LIBRARY & INFORMATION RESOURCES

## Library Services

Richmond has a Library on both campuses and while each supports the courses taught at that campus, students have access to, and are welcome to use, either library. The University libraries contain over 90,000 items including books, DVDs, music CDs, company annual reports, and student theses. The Library also subscribes to a number of journal and magazine titles, along with a variety of national and international newspapers. In addition there are some 25,000 journal titles available through the Library's subscription databases and free Internet sites. A full list of the journal resources, along with subject guides to the Internet, help with research, and details of Library services can be found at: <http://www.richmond.ac.uk/content/library.aspx>. While the University Library has a lot to offer in support of the courses taught, students are also able to request from the Library items available via the document delivery service from the British Library (at no cost to the student). In addition, students are encouraged to visit the many specialised libraries within the London area, and library staff can assist in gaining access to these.

Richmond librarians readily assist all students in the development of research skills and in the effective use of information resources. Information Literacy is a compulsory component of ARW 4195 for all students, and library staff regularly teach a session to all the Research and Writing Methods classes. In addition, students can receive individual, tailored help on a one-to-one basis, either in person or through the online reference service.

## Technology Services

Richmond has eight student computer labs with more than 140 current specification computers and high quality laser printers. In addition, the Centre for New Media is an Apple Macintosh lab for multi-media authoring, digital video-editing, and graphics. All computers are connected to an advanced Richmond network with high-speed Internet access.

A wireless network enables students with their own laptop computers to connect to the campus-wide network.

Technology is widely used in teaching and learning. Richmond courses employ a virtual learning environment that supplements classroom teaching. There are also three fully equipped smart classrooms. Internet connections supported by laptop computers and data projectors can be used in most classrooms.

## Responsible Use of Information Resources

The University's commitment to maintaining the quality of information resources requires all members of the University to use information services wisely. This responsibility is stated in the *Library Rules and Regulations*, the *Computer Network Access and Use Regulations* and the *Guidelines on AV Equipment and Services*. These rules are posted on the website and are available for all members of the University community.

## Data Protection Act

The University has a new Student Privacy Policy at <http://www.richmond.ac.uk/content/admissions/about-richmond/general-information/privacy-policy.aspx>. This concerns the information we collect about students (prospective, current and former), how we use it and who we share it with – please ensure you have read and understood this.

# ADMISSION

## How to apply

BA and Foundation students can enter the University in September (Fall), January or May. Masters programmes start in September only. There are three ways in which a student can apply to the University:

- Direct Application [www.richmond.ac.uk](http://www.richmond.ac.uk) (all programmes including Masters)
- UCAS [www.ucas.com](http://www.ucas.com) (BA or Foundation Year only)
- Common Application [www.commonapp.org](http://www.commonapp.org) (BA only)

## UCAS

Richmond accepts BA or Foundation Year applications through UCAS. Students most often use UCAS when applying to Richmond as well as other UK Universities. Richmond's UCAS code is R20. Students can apply online only through UCAS at <http://www.ucas.com>. UCAS applicants will receive official notification of the admission decision through the UCAS system.

## The Common Application

Applications to all of our dually accredited BA programmes can be made through the Common Application online at <https://www.commonapp.org>. Students most often use the Common Application when applying to Richmond as well as other US Universities.

## Direct Applications

Prospective students for Masters programmes must apply directly using the appropriate form. A direct application is also suitable for BA or Foundations Year students who are only applying to Richmond. Online or paper direct applications should be submitted at the earliest opportunity. Candidates are urged to apply electronically by using the online application at <http://www.richmond.ac.uk> and to submit their application by:

- May 1 for Fall semester
- April 1 for Summer semester
- November 1 for Spring semester

After these dates, applications will be considered provided there are places still available.

## University Admissions Offices

### UK Office of Admissions (for applicants living outside of North America)

Office Location: London, England  
Address: Queen's Road, Richmond-upon-Thames, London, TW10 6JP, England

UK Main Office Tel: +44 (20) 8332 9000  
Fax: +44 (20) 8332 1596  
General Email: [enrol@richmond.ac.uk](mailto:enrol@richmond.ac.uk)

### Office of Admissions for North America

Office Location: Boston, MA, USA  
Address: Office of Admissions for North America, Richmond University in London, 343 Congress Street, Suite 3100, Boston, MA 02210-1214

Main Office Tel: +1 617 450 5617  
Fax: +1 617 450 5601  
General Email: [usadmissions@richmond.ac.uk](mailto:usadmissions@richmond.ac.uk)

## Application

Regardless of programme or method of application, an application will normally include the following:

- A completed application form;
- A personal statement;
- A CV (Masters only)
- Official transcripts of entry qualifications
- An academic reference usually from the student's most recent school, college or university;
- As an option for US applicants: SAT or ACT scores. The CEEB/ATP code for Richmond is 0823L and the ACT CODE is 5244;
- Evidence of the applicant's language proficiency in English (this applies only to students who are neither citizens nor graduates from a majority English-speaking country);
- A non-refundable application fee - for direct applicants this is \$50 or £35, credited to the first semester's tuition fees.

All documents in languages other than English must be accompanied by official translations\*.

*\*Once submitted, documents are not returnable.*

## Criteria for Admission

### BA programmes

To be considered for admission, prospective students should, by the start of the programme:

- normally be at least 17 years old,
- have completed a minimum of 12 years of schooling,
- hold the required grade(s) in a complete US High School Diploma, UK GCE A levels, or other UK or international qualifications deemed equivalent by the University,
- in addition, certain programmes may require prospective students to submit portfolios of work or video evidence of performance or sporting ability and/or to attend interviews, auditions or sporting trials in person.

Further details of current qualifications accepted and grades required may be found on the University website, noting that these are common to all BA programmes at the University and there is no requirement as to the subject of entry qualifications. Prospective students from the United States should note that SATs are optional but not required. Whilst not routinely required, prospective students may be invited to interview where this is considered necessary in order to fully consider their application.

Prospective BA students with specific levels of subject achievement in Advanced Placement Tests, CLEP examinations, GCE A Levels and some other UK and international qualifications may enter with Advanced Credit and be given exemption from certain courses of the programme. Normally, Advanced Credit may be given for a maximum of 30 out of the total 120 (US) credits necessary to complete the programme. The University also welcomes applications from prospective students with previous Higher Education study who, depending on subjects taken and grades achieved, may be given up to 75 Transfer Credits against the total 120 (US) credits necessary to complete the programme. Further details of Advanced and Transfer credit arrangements may be found in the Admissions pages of the University website, including the Advanced credit awarded for specific examinations and grades.

### Masters programmes

To be considered for admission, prospective students should, by the start of the programme, be at least 17 years of age and have been awarded a first degree:

- i) from an accredited US institution, or
- ii) with first or second class honours by a UK Recognised Body, or
- iii) A qualification that is recognised by the University as being of at least equivalent standard to such US or UK degrees.

For programmes in the School of Communications, Arts and Social Sciences such a degree or equivalent qualification must be in a discipline recognised by the School as being relevant to the programme.

Exceptionally, the University may consider substantial professional experience, of direct relevance to the programme, in lieu of a first degree. In such cases the prospective student may be required to submit a satisfactory extended essay and /or complete certain University undergraduate-level courses before being admitted to the programme. Whilst not routinely required, prospective students may be invited to interview where this is considered necessary in order to fully consider their application.

### English language (BA and Masters programmes)

Students who are not nationals of a majority English speaking country should normally have achieved at least CEFR level B2 in a Secure English Language test ("SELT") acceptable to the University prior to entry to the programme. Acceptable SELTs include IELTS, TOEFL or PTE. The following are exempt from this requirement:

- prospective Masters students who have completed a full programme equivalent to a UK first degree, taught in English within a majority English speaking country; or
- at the University's discretion, EEA nationals who have recently undertaken a full time programme of study of at least 2 years duration where English was the medium of instruction.

Further details of all of the above, including the specific minimum SELT grades currently required within level B2, may be found at the appropriate page of the University website, where a comprehensive Admissions Policy and Summary of Practice document is also published.

## **Foundation and English Language programmes**

Prospective BA students who do not meet the above academic and/or English language requirements, but who have achieved CEFR level B1 on a SELT may be permitted to enter the BA programme at the appropriate point after having first satisfactorily completed the Foundation Year at the University.

## **Deferral of Place**

Prospective students may apply to defer their entry for up to one academic year, either at the point of initial application or by changing year of entry after securing a place. In the latter case, tuition fees and deposits paid to the University prior to deferral will be retained and carried over to the new entry semester.

## **Admitted Student Procedures**

Our offer of a place may be Unconditional or Conditional. In the latter case, a place is reserved for the student subject to them meeting the conditions of the offer, usually a specific level of achievement in qualifications or English tests to be completed prior to entry to the University. Prospective students holding a conditional place will receive confirmation from the University once the conditions have been met, verified by submission of final transcripts to the University.

Alongside details of our offer, all such admitted students will be advised of the academic, financial and housing obligations and requirements to be met in taking up their place at the University, with the timescale for this. Once offered a place, all students must confirm their intention to attend the University by returning the New Student Contract and may be required to pay a deposit against tuition fees at that point. Where applicable, students must also accept their place via UCAS by the notified deadline. Admitted students holding an unconditional place and requiring sponsorship under Tier4 of the UK points based system will be required to pay 60% of the first two semesters' tuition fees, or to produce proof that they will be supported via US Federal Student Aid, before a Certificate of Acceptance of Studies ("CAS") is issued. For students sponsored under Tier4, the first two semesters' tuition fees, net of any verified support from US Federal Aid, must be paid in full before the student arrives at the University or by an earlier date as advised.

In all other cases the student must pay the first semester's tuition fees, net of any verified support from Student Finance England, or take out a payment plan to do so, on arrival at the University or by an earlier date as advised.

Once they have indicated that they will take up their place as above, admitted students wishing to live in University accommodation may reserve a room by submitting the Housing Application form and paying a non-refundable housing deposit. Housing is allocated on a first come basis and the first two semesters' housing fees must be paid in full, or a payment plan taken out to do so, on arrival at the University or by an earlier date as advised.

## **Readmission to the University**

Students who have withdrawn from the University and/or who have been absent without the Academic Registrar's approval for one or more semesters, must make an application for readmission to the Academic Registrar, at least 60 days before the start of the semester, using the form: <http://www.richmond.ac.uk/content/academic-schools/academic-registry/request-re-admission-to-richmond.aspx>. Additional material may be requested to inform the University's decision. Readmitted students will be required to pay deposits and fees as per the above admitted student procedures.

Students dismissed from the University on academic grounds are not normally permitted re-admission.

See also Registration for Readmitted Students on page 27.

## **Further Information**

Further details of all of the above may be found at the appropriate page of the University website, where a comprehensive Admissions Policy and Summary of Practice document is also published.

# UNIVERSITY FINANCIAL ASSISTANCE

The Richmond Office of Financial Assistance is available to help students access a variety of funding programmes, which include Scholarship awards, Grant awards, and Student Loans to assist students with meeting their fees and living expenses. Eligibility for the programmes varies greatly, based on a student's academic standing, nationality, and level of financial need. Below is an outline of assistance available at Richmond. For further details, visit the Richmond website or contact the Office of Financial Assistance at +44 (0)20 8332 8244, via fax +44 (0)20 8332 1596 or e-mail: [fnaid@richmond.ac.uk](mailto:fnaid@richmond.ac.uk)

## Scholarships

The University makes awards annually to new undergraduate students whose academic record is considered worthy of recognition. To be considered for a scholarship, applicants must be admitted to the University and submit the required documentation by the priority deadline.

Scholarships are renewable until degree requirements are met, or for a maximum of eight semesters (depending on which comes first). Students must maintain the required Grade Point Average to retain their scholarship from semester to semester. Students must also be attending on a full-time status. For full details, please see the section *Maintaining a Richmond Scholarship*. Scholarships are not available for part-time students. Students who drop below full-time, for any reason, will lose their scholarship.

Renewable scholarships are awarded to highly qualified entering freshmen or transfer students. Students are selected based upon their academic credentials from high school or prior university, including grades, standardised test scores, and extracurricular activities. Scholarships are available for Fall and spring semesters only. Students may be awarded one of the following scholarships:

- Richmond GI Bill Scholarship
- Chancellor's Scholarship for Prior Academic Achievement
- Provost's Richmond and Kensington Access Scholarship
- Presidential Scholarship
- Dean's Scholarship

## Phi Theta Kappa Scholarship:

The Phi Theta Kappa Scholarship is made available to one undergraduate student who is an outstanding member of the international honorary society of the two-year college. More information can be acquired by contacting the Office of Recruitment.

## Veterans' Educational Benefits:

Eligible participants for the US Military Veterans' Educational Benefits programme may receive support for their studies at Richmond, through the VA. For details on the programmes, contact the VA at +1-888-GI-BILL-1. In addition VA students receiving a grant through the GI Bill are eligible to apply for the Richmond GI Bill Scholarship.

## Richmond University Employment

Richmond provides student hourly employment during the academic year. This programme is available to new and continuing students. The student work force is incorporated into all phases of the University. The variety of jobs is extensive. To be considered for University Employment, please review [www.richmond.ac.uk](http://www.richmond.ac.uk).

## Maintaining a Richmond Scholarship or Other Richmond Financial Assistance

Richmond University requires that all undergraduate students who are recipients of a scholarship maintain a minimum cumulative GPA in order to retain the award provided by the University following the scholarship minimums below:

Scholarship level	Minimum cumulative GPA
Richmond GI Bill	2.5
Chancellor's	2.5
Provost's	2.5
Presidential	3.4
Dean's	3

**Financial Assistance Scholarship Probation:** If a student has been awarded a scholarship and the student's cumulative GPA falls below the required minimum, s/he is placed on Financial Assistance Scholarship Probation for the subsequent semester. This Probation Semester gives the student the opportunity to improve their GPA to the required level. Students who fail to reach the required GPA will be placed on Financial Assistance Denied Status.

**Financial Assistance Denied Status:** If the student receiving a scholarship earns a cumulative GPA below the minimum requirement after *one* semester of Financial Assistance Probation, a student's scholarship will be rescinded.

As maintaining a scholarship is decided entirely by GPA there is no appeal process. Once a student has lost their scholarship there is no process to re-gain it. However, s/he may still be eligible for other awards.

If a student withdraws from the university and later returns as a readmitted student their scholarship is not retained. If a student withdraws from all classes for verified medical reasons the scholarship must be repaid and may be processed through completing the Medical Withdraw Refund Policy outlined elsewhere in the Academic Catalogue. Provided the scholarship for the withdrawn semester has been repaid, the student retains scholarship eligibility for up to one calendar year (equivalent to a Leave of Absence (LOA) Status).

**Leave of Absence:** Eligibility for Richmond Financial Assistance will be continued if a student takes an approved Leave of Absence. Assistance will be rescinded if a student withdraws from the University without following the Leave policy or if the student does not return at the expiration of the approved Leave.

**Deferred Enrollment:** A scholarship award is intended for the entry term for which the student originally applied.

If a student must defer Enrollment from the original entry date, the deferral policy must be followed. A scholarship is awarded subject to the availability of funds for the term for which the student wishes to join the University, so the award may be reduced or rescinded.

## Scholarships and Financial Assistance

### United Kingdom Government Grants and Loans (For UK and EU Nationals)

UK and EU citizens who have been permanent residents in the EU region for at least 3 years are eligible to apply for a UK government tuition loan and may also qualify to receive a UK grant through the Student Loans Company (Student Finance England). For further information contact the student loans company directly [www.slc.co.uk](http://www.slc.co.uk) or [www.direct.gov.uk/studentfinance](http://www.direct.gov.uk/studentfinance).

### UK Private Credit Based Loans

Private loans are occasionally available to UK residents for undergraduate or postgraduate study. With this type of loan, a student should use a co-signer (guarantor) in order to meet the credit requirements.

## United States Government Loans

US citizens and eligible permanent residents of the United States are eligible for Federal Direct and PLUS loans. Applicants must complete the Free Application for Federal Student Aid (FAFSA), which can be completed online at <http://www.fafsa.ed.gov>. US residents can also call 1-800-4FEDAID to request a FAFSA form. The US Department of Education number for Richmond, The American International University in London is **G10594**.

Prospective students and their parents may also wish to obtain “pin” numbers from [www.pin.ed.gov](http://www.pin.ed.gov) so that they may sign and update FAFSA's, MPN's and loan applications online. The FAFSA deadline is May 1st.

The Direct Loans are low-interest Federal loans available to both undergraduate and graduate students. The programme offers two types of loan: subsidised (based on need) and unsubsidised. For unsubsidised loans, interest begins to accrue (accumulate) as soon as the loan is fully disbursed; for subsidised loans, interest begins to accrue when repayment begins (six months after leaving school or after a student's attendance drops below half time).

Annual loan limits are listed in the table below. These amounts may be a combination of subsidised and unsubsidised loans as determined by the FAFSA.

### Undergraduate Students

	Dependent Students	Independent Students
Year 1 (0–29 credits)	\$5,500	\$9,500
Year 2 (30–59 credits)	\$6,500	\$10,500
Years 3–5 (60–120 credits)	\$7,500	\$12,500
Graduate students	NA	\$20,500

For students who complete the coursework in December and who do not attend classes for the entire academic year, federal regulations require that the loan be prorated; therefore, students may not be eligible for the annual amounts listed above.



The maximum aggregate loan limit for dependent students is \$31,500 where no more than \$23,000 can be subsidised. The maximum aggregate loan limit for independent undergraduate students is \$57,500. The maximum aggregate loan limit for graduate students is \$138,500 unsubsidised. Currently, the US Department of Education does not subsidise graduate loans. Graduate student aggregate limits include any loans outstanding from undergraduate study.

The interest rate on Direct Subsidised Loans for undergraduates is fixed at 3.4% (unsubsidised at 6.8%). Direct subsidised interest rates for graduate students are 6.8%. Graduate students are not eligible for subsidised loans. Students enjoy a six-month grace period, which begins after leaving school or after attendance drops below half time (6 credits per semester). Repayment begins at the end of the grace period.

**Federal Parent PLUS Loans:** This is a federal loan programme that is available to parents of undergraduate dependent students and which is not based on need. Parents are eligible to borrow up to the cost of education minus other financial assistance received by the student. The origination fee for PLUS Loans is up to 4 percent. Repayment begins 60 days after disbursement; deferments (granted by the Department of Education) may allow for a delay in payment until after the period of enrollment, although interest will continue to accrue. The PLUS interest rate is fixed at a maximum of 7.9%.

Federal legislation prohibits US citizens enrolled in a University outside the United States from receiving Pell and AC grants, SEOG, Perkins Loans, and Federal Work Study funds, though they may be eligible for such assistance in the US. Visiting students who are currently enrolled in a US institution, and who will be returning to that institution after their semester or year abroad, may be eligible for these programmes. They should contact their home institution to enquire about their eligibility.

## **Private Credit Based Loans**

Private student loan programmes offered by banks and other lenders are not federal financial aid loans; a student borrows directly from and makes payments to the lender. Since they are not federal student loans, the terms are different from the Federal Direct Loan Programme. A student is eligible to borrow up to the cost of education less other financial assistance received. Alternative student loans typically require a credit check, and often a co-signer. Interest rates are usually based on the prime rate, plus a fixed percentage based on the credit rating of either the student or co-signer. Repayment terms may offer a deferment of payment while a student is enrolled on at least a half-time basis. To discuss borrowing via an alternative student loan, contact the Office of Financial Assistance.

## **International Student Loan Programmes**

Non-US citizens may apply for credit-based loan programmes on condition that they provide a co-signer who is a US citizen, an eligible permanent resident of the United States, or a Canadian citizen subject to loan programme availability. Students are eligible to borrow up to the cost of education less other financial assistance received. For information about these programmes, contact the Office of Financial Assistance.

## **Satisfactory Academic Progress for US Loan programmes:**

Student loan recipients are required to be in good standing and to maintain satisfactory academic progress toward their degree requirements for each semester/term in which they are enrolled. Satisfactory Academic Progress (SAP), as described below, is evaluated twice each year, in January and June. Failure to maintain satisfactory progress, as described below, may result in cancellation of financial aid awards, and the student may have to repay any funds already received.

This policy applies only to eligible US and eligible non-US citizens receiving Title IV aid, specifically the Federal Direct and PLUS loans (Richmond Scholarship eligibility is outlined separately).

### **Basic Standard for Satisfactory Performance:**

Undergraduate Students receiving student loans must meet Richmond's institutional requirements for minimum satisfactory performance. These are defined as follows:

1. Minimum cumulative grade point average (GPA). The student must maintain a minimum cumulative GPA of 2.0.
2. Minimum completion rate. The student must maintain a minimum cumulative completion rate of two-thirds of credits attempted (67%).
3. Federally mandated maximum time frame to complete the programme/degree.

Students must complete their educational programme within a time frame no longer than 150% of the published length of the educational programme (for example, completing the programme after attempting a maximum of 180 credits for a 120-credit programme).

Federal regulations require that the University tracks the academic progress of student loan recipients from the first date of enrollment at Richmond, whether or not student loans were received at that time. Credits transferred from all other credit sources will be considered as attempted and completed credits in the evaluation of the completion rate standards, but these courses do not affect the calculation of the GPA.

In all cases where attempted credits, including transfer credits, exceed the 150% time frame, a student will be placed on Student Loan Denied status, not Student Loan Probation. No financial aid will be disbursed for the student during subsequent semesters/terms unless the student has made an appeal of the Student Loan Denied and the appeal is granted. Students who have completed their degree requirements, but who are still attending courses, are not eligible to continue to receive aid even if they are below the maximum time frame.

### **Treatment of W, I, AU, F, & S Grades, No Grade Reported, and Repeated Course Work**

1. Course withdrawals (W) after the drop/add period are not included in the GPA calculation but are considered a non-completion of attempted course work.
2. Incomplete (I) grades are not included in the GPA calculation, and are considered a non-completion of attempted course work until the Incomplete grade is replaced with a permanent grade and academic progress can be re-evaluated. In all cases where no grade is assigned, an "I" grade will be used in the determination of satisfactory academic progress.

3. An audit (AU) grade is not considered attempted course work. It is not included in the GPA calculation or completion rate determinations.
4. A satisfactory grade (S) is treated as attempted credits that are earned, but is not included in calculation of GPA.
5. F-grades are treated as attempted credits that were not earned, and so are included in both the calculation of GPA and minimum completion rate.
6. For a course that is repeated, the GPA computation will take account of the most recent grade earned, but every repeated attempt will be included in the completion rate determinations. No student loans can be disbursed for a repeated attempt if the student has already achieved a passing grade for that course, and Richmond's policy means that a student receives aid for only one repeat of a course.

### **Student Loan Probation Status**

Students who fail to meet the minimum 2.0 cumulative Grade Point Average standard, or who fail to complete at least two-thirds of cumulative credits attempted, will be placed on Student Loan Probation for the subsequent semesters/terms of enrollment until the next evaluation of Satisfactory Academic Progress (January and June). Student loans can be received during the semesters/terms of probation. Student loan disbursements for the next period of enrollment will be held until the grades and course completions have been reviewed for the semesters/terms of Student Loan Probation. Students receiving financial aid for the first time will be placed on Student Loan Probation if they have failed to meet this policy's minimum grade point average or course completion standards during a previous semester/term of enrollment at Richmond.

### **Student Loan Denied Status**

While students are on Student Loan Probation or on Student Loan Denied status, they must maintain the minimum completion rate and/or a minimum cumulative GPA of 2.0 or better. Failing to do so will place a student on Student Loan Denied status for subsequent semesters/terms of enrollment. No financial aid will be disbursed during subsequent semesters/terms until the student is removed from Student Loan Denied status.

Students failing to satisfy the 150% requirement will also be placed on Student Loan Denied status. No aid will be disbursed during subsequent semesters/terms unless the student has made an appeal and the appeal is granted for that semester/term. There are no exceptions to this requirement. Students in a 120-credit bachelor degree programme who have attempted in excess of 180 credits including transfer credits are no longer eligible for financial aid. There is no probationary period once the 150% standard has been exceeded.

### **Reinstatement of Aid After Student Loan Denied Status**

Reinstatement of financial aid after a student is placed on Student Loan Denied status is achieved in one of the following ways:

1. The student submits a written letter of appeal in accordance with the appeal process, and Financial Assistance grants the appeal. The student is placed on Student Loan Probation for the semester/term rather than on Student Loan Denied status.
2. The student attends Richmond, pays for tuition and fees without the help of student financial aid, and does well enough in the course work to meet all the Satisfactory Academic Progress standards. The student regains aid eligibility in a probationary status. Students on Student Loan Denied status for failure to meet the 150% requirement cannot regain eligibility this way. Students whose attempted credits have exceeded 150% of their programme cannot regain financial aid eligibility except through the appeals process and on a semester-by-semester or term-by-term basis.

### **Appeal Process**

The student must submit an appeal of Student Loan Denied status in writing to the Assistant Dean of Financial Assistance by the date specified in the Student Loan Denied notification letter. Financial Assistance will review the appeal and notify the student in writing of its decision within 14 working days after the Review. All decisions made by Financial Assistance are final.

### **Return of Title IV Funds**

Students are responsible for following the university's withdrawal procedures as outlined under Withdrawals and Refunds in the Tuition and Fees section of this catalogue. The 1998 Reauthorisation of the Higher Education Act requires the university to calculate a return of Title IV funds (these are the Federal Direct and PLUS Loan programmes) on all federal financial aid students who withdraw (officially or unofficially) from all classes on or before the 60-percent attendance point in the semester.

A pro-rata schedule is used to determine the percentage of the semester attended by a student, and is based on the withdrawal date/last date of attendance. The number of days counted includes all calendar days in the semester, excluding university breaks that exceed four days in length.

**The percentage of the semester attended by the student is used to determine the amount of earned versus unearned federal aid funds, and is calculated as in the following example:** A student attends four weeks of a 16-week semester. This means that 25 percent of that semester has been attended, and that 25 percent of the federal aid received has been "earned." It also means that 75 percent of the semester was not attended, and that 75 percent of the federal aid received was unearned and must therefore be returned to the federal aid programmes.

The unearned portion of federal aid funds received must be returned to the appropriate aid programme in accordance with the order of return of funds as mandated by law. The order of return is Federal Unsubsidised Loan, Federal Subsidised Loan, Federal PLUS Loan, and other Title IV aid.

Richmond is required to return the lesser of unearned Title IV aid or unearned institutional charges. The student is responsible for returning any difference owed if the unearned institutional charges are less than the unearned Title IV aid.

Unearned institutional charges are calculated by multiplying a student's tuition and fees by the percentage of the semester that was not attended. Per Federal regulations, Richmond is responsible for its return of funds first, followed by the student's return of funds.

**The amount a student is responsible for returning is calculated as follows:** If a student is required to return Title IV funds to a Federal loan programme, the loan may be repaid in accordance with the existing terms of the loan programme. Examples of Federal Title IV return of funds calculations are available from the Financial Aid Office.

Richmond is required to return its portion of unearned Title IV aid to the appropriate Federal programme within 30 days of the date that the student withdraws from classes. Withdrawing from classes means that a student may not receive further financial aid disbursements, may have to repay some or all of the aid that has already been disbursed, and will be personally responsible for payment of any charges for tuition and fees that are due.

A student who stops attending all classes, but who does not officially withdraw, will be subject to return of funds at the end of the semester. This will be based on the date of withdrawal or on the last documented date of attendance as determined by Richmond.

For any questions regarding this policy, contact the Office of Financial Assistance at +44 (0)208 332 8244 or via e-mail: [финаid@richmond.ac.uk](mailto:финаid@richmond.ac.uk).

### **Support from Other Governments**

Students should contact the Ministry of Education in their home country for details of assistance for which they may be eligible. Many governments provide support for students studying at Richmond. For example, Norwegian citizens are eligible to receive grants from Lånekassen, and Swedish citizens are assisted by the National Board of Student Aid (CSN).

## Department of Student Affairs

The Department of Student Affairs is dedicated to the overall quality of student life at Richmond for all undergraduate, graduate and visiting students. Managed by the Vice President and Dean of Students, the department supports teaching and learning by facilitating students' academic, personal, and professional growth; by preparing students for leadership in a global, diverse, and changing society; and by cultivating a caring and supportive campus environment. Further, the main goal of the Department of Student Affairs is to assist students in maximising their educational experience. It provides:

- **Resources**—available to answer questions and direct students to assistance, both on and off campus.
- **Advocates**—ready to listen and work on behalf of student needs and interests.
- **Student enthusiasts**—working to make campus life at Richmond exciting and rewarding.

Although the responsibility for fostering the development of Richmond students is the priority of the entire academic community, the Department of Student Affairs provides many opportunities for integrating the intellectual, physical, social, and moral development of students.

## Orientation

The orientation programme is designed to provide new students with the necessary information to assimilate into life on campus and in London prior to the start of classes. The week's activities expose new students to the various components of the University, including academic life, student support services, and student activities. Students have the opportunity to meet Richmond faculty, staff, and administrators. Orientation is a vital start to a student's career at university. They begin to make friends and settle in to campus life. (*See page 26 for more information about Orientation.*)

## Office of Residence Life

Richmond's Residence Life staff is responsible for campus programmes, procedures, and support services. The staff offers an environment conducive to learning with programmes that lead to emotional, social, physical, cultural, and ethical development.

Richmond expects all students to conduct themselves as responsible and law-abiding members of the University community and to respect the rights of other students, faculty, and staff. All residents must balance individual needs and desires with the common good of the community and the expectations outlined in the Student Conduct Code. As is true within all societies, responsible group living conditions will exist only if all members of the campus community are considerate of one another. This requires all students to assume responsibility for keeping their behaviour and exercise of personal freedom within reasonable limits. Doing so ensures that the wellbeing and safety of others is not abused or jeopardised. For more information on student conduct and behaviour, please refer to the Richmond website under "Student Affairs".

The staff consists of two Residence Life Coordinators, who are full time members of professional staff, along with Resident Directors (RDs) and Resident Advisors (RAs) who are students employed and trained by the University. RDs and RAs are selected for their maturity, motivation, and skill in building unity among fellow students, and are responsible for overseeing the welfare, needs, and behaviour of all residents. RDs and RAs communicate and enforce University policies in residential areas so that all students may enjoy the great advantages of campus living. Residential students are provided with a meal plan that serves Richmond's diverse student backgrounds and tastes. A variety of foods are served at each sitting including a selection of vegetarian options.

## Counselling and Health Services

Within the Department of Student Affairs, are two counsellors available on an appointment only basis. Appointments can be booked directly through the counsellor at either campus. All live-in staff are first-aid trained and are able to deal with emergencies that may arise. The University has close connections with the local doctors' offices, clinics, and hospitals if students require professional care.

Students are encouraged to register with a local doctor's office during Orientation, when a representative of the local office will be on campus. Emergency hospital care is readily available. Students who are in the UK for more than six months are entitled to national health care (NHS), which means free medical care and subsidised prescription medicine charges. The NHS does not generally cover dental care or optical services, and students are responsible for any charges incurred in these areas.

## Office of Student Activities

The Office of Student Activities supports and promotes a variety of social, educational, and cultural programmes. Richmond values the co-curricular programme as an integral facet of the University and one which enriches the quality of student life. All students are encouraged to become involved in the many clubs and organisations as interested members or as student leaders. For a current list of active clubs and societies visit <http://www.richmond.ac.uk/content/student-affairs/clubs-and-societies.aspx>

## Recreational Sports

On-campus facilities include a multi-purpose court and a Fitness Suite. These are available to all students. Local athletic facilities are abundant and offer competitive membership rates for students. Intramural sports activities are popular throughout the year and are usually initiated by interested students or student clubs.

## Student Government

The Student Government is comprised of members of the student body. Its purpose is to serve and represent the interests of Richmond students in the areas of academic, social, and student life. The Student Government also provides social and educational activities to the entire student body. Parties, musical performances, poetry readings, competitions, charity events, and more are all organised by students for students.

## Student Programmes and Events

### International Night:

A celebration of Richmond's cultural diversity, International Night is one of the University's oldest traditions and the most popular social event in the academic calendar. The event, organised entirely by students, brings the whole University together in the form of music and dance.

### Honors Night:

The University's annual student awards ceremony recognises the outstanding achievement of students in both academic and co-curricular activities.

### Spring Fest:

Spring Fest is an annual event that celebrates the end of the academic year. Taking place on the Richmond Hill campus lawn, activities include large inflatable games, competitions, and student music performances.

## Study Abroad Office

Staffed by a London Resident Director, this office is located in Atlantic House on the Kensington Campus. Support services are available to assist study abroad students in regards to their academic and cultural experience while in the United Kingdom.

# TUITION & FEES

## University Fees

Tuition and fees are set annually, in advance of the start of the academic year, by the Board of Trustees. The tuition fee will not change for the duration of the academic year. The official University document setting out tuition and fees is the “Financial Information Sheet” available at <http://www.richmond.ac.uk/content/admissions/tuition-fees.aspx>. Copies are also available from the Finance and Recruitment offices.

Tuition, fees, and other charges are set and invoiced in US dollars for students based in the United States who applied to the US Admissions Office. All other students are invoiced in UK pounds sterling. Tuition and fees must be paid in the currency of invoicing which cannot be changed.

## Application Fee

For those students not applying through UCAS, a non-refundable application fee is due with the initial application for a place at the University. If the fee is not paid, the application will not be processed. Applications and the fee should be sent directly to the University or its in-country representatives. Applications can also be completed on the University’s website at <http://www.richmond.ac.uk/content/admissions/tuition-fees.aspx>.

## Deposits

US students who have accepted a place at Richmond are required to pay a non-refundable and non-transferable confirmation deposit. The deposit must be paid by May 1 for Fall and Summer entry and November 1 for Spring entry. The deposit becomes a security deposit upon enrollment, and is held by the University as security for damage or non-payment of monies due. If the student does not attend Richmond, the total deposit is not refundable and non-transferable except in special circumstances (see Withdrawals and Refunds on page 24). The security deposit is returnable when the student graduates or officially withdraws from the University. If the official withdrawal procedure is not completed within one semester of the student last attending, the deposit is forfeited and treated as a donation to the University.

Non US students are not required to pay a confirmation deposit.

A housing deposit must be paid by any student requiring housing. This must be paid by May 1 for Fall and Summer and November 1 for Spring to be assured of a University room at the published rates. Deposits from new students received after this time may mean that the student is not allocated housing or is allocated housing that the University has had to purchase on the commercial market, and any additional costs will be charged to the student.

Any such charges will be agreed with the student in advance. Note that commercial housing may not have the benefit of wireless networks and other services.

The housing deposit is non-refundable and non-transferable and will be held for the duration of the student’s occupation of University housing.

Deductions from the relevant deposit will be made in respect of any damage or fines not paid for at the time. If such deductions occur, the deposit must be re-established immediately.

The housing deposit is only returnable on request when the student officially leaves University housing.

If the deposit is not requested it will be returned when the student graduates or officially withdraws from the university, whichever is the earliest. Upon graduation, deposits will be refunded after a six week period.

If the official withdrawal procedure is not completed within one semester of the student last attending, the deposit is forfeited and treated as a donation to the University.

## Tuition

For the current rates, please see the “Financial Information Sheet”: <http://www.richmond.ac.uk/content/admissions/tuition-fees.aspx> or contact the Recruitment Office.

## Full-time/Part-time and Summer Tuition

For Fall and Spring semesters, all students registered for, or attending three to five courses are regarded as full time and will be charged full-time tuition. Students taking more than five courses need a minimum GPA of 3.4 and will be charged an overload fee.

Tuition for part-time students registered for (or attending) less than three courses is charged on a per-credit basis. Summer school tuition is also charged on a per-credit basis. No scholarship is available for per-credit students.

## Special Course Fees

Some courses attract laboratory or other specialised fees. Classes with such fees are noted in their detailed descriptions. The fees must be paid at the commencement of the course and are non refundable.

## Payment Deadlines

### New Students

- New International (Non US) Students requiring visas

By 1st July (Fall Semester) or 1st November (Spring Semester) payment of 60% of the tuition fee for a full year is required in order for a CAS (Confirmation of Acceptance of Studies) letter to be issued.

By 23rd August (Fall Semester) or 10th January (Spring Semester) payment of the remaining 40% of the tuition fee plus any housing that is requested.

- New US Students requiring visas

By 1st August (Fall Semester) or 1st December (Spring Semester) 100% of tuition and housing fees, unless certified to be a participant in the US Federal Direct Loan programme. Any amounts not covered by the Federal loan programme must be paid by these deadline dates.

- New UK/EU resident students

By 1st September (Fall Semester) or 1st January (Spring Semester) 100% of tuition and housing fees to be paid unless Student Finance England loan have been applied for. Any shortfall between loans and fees must be paid by this date.

### Existing Students

By 1st August (Fall Semester)

By 1st December (Spring Semester)

By 1st May (Summer School)

100% tuition and housing fees to be paid

Tuition & Housing fees will be deemed to be covered if students are certified participants in the Student Finance England loan programme or the US Federal Direct Loan programme. Any amounts not covered by these programmes must be paid by the above dates.

## Payments Plan Options

The university recognises that not all fee-payers can pay full fees in one instalment. Therefore a payment plan can be applied for. Details can be obtained from the university Finance Office and an agreement can be entered into between the fee-payer and the University. If payments plans are defaulted on, the University reserves the right not to enter into further plans and to forward unpaid fees to debt collection agencies and ultimately to take legal recourse.

Payment Plans are not available to new students requiring a confirmation of acceptance of studies letter (CAS) to be issued.

Completed payment plan agreements must be signed by the fee payer and returned to the Finance Office on a per semester basis. A separate agreement is needed for each semester. A late payment fee will be applied if a payment due date is missed. Failure to pay instalments on the due dates may also result in class registration being cancelled.

## Additional Fees and Charges

The University reserves the right to charge additional fees in circumstances where its policies and procedures have not been followed. The current list of fees and charges is as follows:

- Debt Collection Fees
- Dishonoured/Returned Check Fee
- Exam Re-sit Fee
- Housing Code Violation Charges
- Incorrect Housing Check-out Fee
- Late Application Housing Fee
- Late Registration Fee / Re-Registration Fee
- Late Payment Fee
- Library Charge
- Lost I.D. Card Fee
- Lost Key Charge
- Property Damage Fee
- Transcript Fee
- Stopped Check Charge
- Credit Card Processing Fee
- Bank Charge Fee

It is possible that two or more charges can be levied for one failure. For example, a dishonoured check can result in a dishonoured Check Fee, a Late Payment Fee, and a Re- Registration Fee.



## Liability to Pay and Invoicing

The University requires that one individual, personally or via an embassy or company, agrees to pay the student's tuition, fees, or charges as they fall due. This person is the fee-payer.

If the fee-payer is not the student, the University requires that the deposit is accompanied by a letter which states who the fee-payer is, gives their name and address, and confirms their acceptance of the liability to pay.

It is to the fee-payer that all invoices are sent once the student has registered. It is the fee-payer's responsibility to ensure that the University is kept up to date about a change of address, or a period of absence from the address, that may delay actual receipt of the invoice. Invoices can also be e-mailed or faxed on request to fee-payers where the postal service is problematic. Invoices will be dispatched approximately six weeks before the due date.

Invoices can also be seen on the University Student Portal.

The fee-payer becomes liable to pay any outstanding debt:

- For new US students—when the student pays the confirmation deposit.
- For non US and continuing and returning students—when the student registers for classes.

This liability can be removed or reduced if the student withdraws officially, within published deadlines. (*See Withdrawals and Refunds.*)

Once a student has applied for and been granted housing, the fee payer is liable for the full amount of that housing. If the housing contract is broken the deposit will be forfeited.

For tuition and fees to be received on time, the University, or its bankers, must have received the full invoiced amount as cleared funds by the due dates.

If the due date falls on a weekend or bank holiday, the following business day is the due date. If the full fees are not received by the due date and a University approved payment plan has not been agreed upon, a late payment fee (*see Additional Fees and Charges*) will be applied and the student's registration may be dropped, which may incur a further fee to have the registration re-instated. Students may be considered to have a valid payment plan if they are eligible participants of the US Federal Direct Loan programme or loans via Student Finance England and eligibility has been certified and approved by the Financial Aid Office by the due date for payment. If the loan does not cover the fees then the excess owed should be paid by the due date.

## Methods of Payment

Invoices must be settled in the currency of invoicing.

All payments must include the student's name and I.D. Number. The University does not accept Diners Cards or Discover Cards for tuition fees and room and board. The University accepts the following methods of payment:

- Bank transfers
- Personal and company checks (however, not once classes have commenced)
- US Government loan payments
- Student Finance England loan payments
- Credit Cards: VISA, MasterCard and American Express
- Debit Cards: Mastercard Debit and Visa Debit
- Cash or Bank Drafts in Pound Sterling only

Credit and debit card payments may be made by fax or telephone. Office hours are 9:00 a.m. to 5:00p.m., UK time, Monday to Friday.

## Good Financial Standing

To be eligible to register for the next semester's courses and then to attend the University for that semester, the student must be in good financial standing. Neither transcripts nor grades will be issued to students, fee-payers, or others at the request of the student, unless the student is in good financial standing.

To be in good financial standing, a student:

- has paid all fees, fines, and penalties, or
- has agreed a payment plan with the University, and this is currently up-to-date.

If a debt remains unpaid the University reserves the right to pass the account details to our external debt collection agency to recover. Additional agency fees and, if necessary, legal fees will be incurred.

## Housing and Meals

The University only has rooms available for full-time students studying at Richmond University. These rooms may be on or off campus. If the student's status changes from full- to part-time at any stage during the semester they must make a case to Student Affairs as to why their housing privileges should not be withdrawn for that semester. Annual contracts are for two semesters (Fall and Spring). A single semester contract is available for Spring joiners or those expected to graduate within one semester. The semester rates are the same for both contracts, although the annual contract does allow the student to neatly store items in their room during the Christmas vacation. Graduating students on a one-semester contract must vacate their rooms fully by the time residences close for the Christmas break.

University accommodation is normally compulsory for students in the first academic year. Once a student has applied for and been granted housing, the fee payer is liable for the full amount of that housing. If a housing contract is broken the housing deposit is forfeited. This obligation remains even if the student withdraws or takes an approved leave of absence or is dismissed from housing for disciplinary reasons.

### Richmond Hill

The Richmond Hill campus has approximately 280 beds on the main campus and in satellite buildings close by. These beds are mainly in single and double rooms, with some triples. Housing is allocated on a first-come, first-served basis according to the date when the housing process (signed form and deposit paid) is completed, with some beds being reserved for new students. The University cannot guarantee a bed at the published price if the deposit is received after the due date (see Deposits on page 21). A limited number of rooms in satellite buildings are self-catering, with a fully equipped kitchen, including a cooker, microwave, fridge-freezer, and a washing machine. All other rooms come with a compulsory meal-plan for 18 meals per week.

### Kensington

The Kensington Campus has approximately 270 beds in accommodation owned by the University, and other beds are purchased as required. These beds are mainly in double rooms, with some triples. Most rooms have a sink. Housing is allocated on a first-come, first-served basis according to the date when the housing process (signed form and deposit paid) is completed. The University cannot guarantee a bed at the published price if the housing deposit is received after the due date (see Deposits on page 21). A limited number of beds are self-catering; otherwise, there is a compulsory meal plan for 18 meals per week.

## Withdrawals and Refunds – New

### Students Requiring Visas

There will be no refunds to new students requiring visas to study in the UK. However, if a visa denial letter from the UKBA is issued and forwarded to the University Finance department within 4 weeks, all deposits and fees will be refunded.

## Withdrawals and Refunds – Existing

### Students

To be eligible for a tuition refund, the student must have completed fully and within the necessary time frame the University's requirements for payment and withdrawal. To withdraw, a student must complete the University's withdrawal form and any students in receipt of U.S Federal Loans must complete the U.S government's Exit Counselling. Information on this can be provided at the University's Office of Financial Aid.

### Refunds

Where refunds are possible, they will be made only when the student has followed all of the University's rules and procedures prior to the request of a refund. This includes the payment of the application fee.

No refunds of deposits or fees will be made if a student is dismissed from the University on the grounds of academic dishonesty.

### Confirmation Deposits (US students only)

The only time a confirmation deposit is refundable or transferable is when a student is refused a student visa to enter the UK. The confirmation deposit refund policy for visa denials is:

Deposited students not appealing the decision—the confirmation deposit will be refunded only if the University receives a copy of the visa refusal letter within four weeks of the date of issue.

Deposited students appealing the decision—the student must send the University a copy of the visa denial letter and written notice of the intention to appeal within four weeks of the visa denial. The University will hold the confirmation deposit for a maximum of 12 months from the date of the original refusal letter.

In all other circumstances, the withdrawing or deferring student will forfeit the deposit.

## Housing Refunds

Once housing is applied for and granted, the fee-payer is liable for the full amount of the housing, even if the student withdraws or takes an approved leave of absence or is dismissed from housing for disciplinary reasons. Housing deposits and fees will be refunded if a student is denied a visa to enter the United Kingdom.

## Tuition Refunds – Existing Students

Tuition is refundable for all students who complete the University's process of withdrawal or leave of absence appropriately.

The amount of refund depends on when the withdrawal process is completed:

Prior to 5pm on the Friday before orientation week:	100%
By 5pm on the Friday of orientation:	75%
By 5pm on the Friday of the first week of classes:	50%
Thereafter:	0%

Students on the payment plan should note that the percentage refund is the percentage of the full tuition price. Students changing from full time to part time status are liable to the refund levels and timetable as detailed above.

### Summer School:

Prior to 5pm on the Friday before the first week of classes:	100%
By 5pm on the Friday of add/drop period:	50%
Thereafter:	0%

## Graduate Programmes

The following terms and conditions are specific to graduate students, otherwise all terms and condition between Graduate and Undergraduate students are identical.

- Fees are payable in UK Pounds Sterling.
- Payments are due in three equal installments on 1st August for the Fall semester, 1st December for the Spring semester and 1st May for the Summer semester.
- A 100% refund will be made for tuition fees less any confirmation deposit applicable to US students if an official withdrawal is made before 5pm on the last working day before the start of classes in the Fall semester. Thereafter, no refunds are made.

- However, if the university has issued a Confirmation of Acceptance of Studies letter (CAS) and a student visa has been issued, based on this there will be no refunds of tuition or housing fees.

- Graduates enter into a two semester accommodation contract. (Fall and Spring). Accommodation for the Summer semester can be arranged and paid for by the week in accommodation of the University's choosing. No refunds are available for accommodation.

- Fees for accommodation vary depending on the building and type of room and facilities offered.

- All accommodation offered to Graduates is self-catering although meals can be purchased, when available, on a pay as you go basis in the University's own canteen.

## Richmond International Academic Soccer Academy (RIASA) in Leeds

Fees are payable in UK Pound Sterling.

The programme fee includes: academic and sports tuition, room/board for 39 weeks (Fall and Spring Semesters) with the programme commencing in August and ending in May. Student accommodation is based on single occupancy and 12 meals per week. Additional meals beyond the 12 meals provided are available.

Upon request, at an additional fee, out of term accommodation is priced per-week. Students may occupy the housing facilities over the holiday breaks and may leave their belongings in their residential halls during the 39 week programme.

An accommodation deposit of £1,000 is required of all new students. If a student fails to enroll, the deposit is non-refundable and non-transferable. For new students requiring a Confirmation of Acceptance of Studies Letter (CAS) and a student visa to study in the UK, the full year fee is payable in advance, unless US Federal Loan funding has been certified by the University's Financial Aid Officer.

Once enrolled, a full academic year of fees will become due, payable in two instalments. The payment deadlines are 1st July for the Fall Semester and 1st December for the Spring Semester.

## Withdrawals and Refunds (RIASA)

Refunds will only be given for documented visa denials, or other exceptional circumstances at the discretion of RIASA.

## The Academic Registry

The Academic Registry and the Office of Academic Affairs are dedicated to helping Richmond's students to achieve their academic goals within the established academic policies and procedures of the University.

The main responsibilities of the Academic Registry are:

- Monitoring student academic standing and compliance with academic policies
- Overseeing the academic advising programme
- Administering registration, add/drop, withdrawal from courses and from the university
- Maintaining accurate official student records
- Grade and transcript processing
- Transfer credit evaluation
- Course and exam scheduling
- Administration of mid-term, re-sit and final examinations
- Diploma preparation, distribution and replacement

The Academic Registry aims to ensure that students follow their degree programme, register for required courses in the degree, and fulfill their graduation requirements in time for their planned graduation date.

It is very important to recognise, however, that primary responsibility for awareness of degree requirements lies with each individual student. Degree requirements are published in the catalogue and on the Richmond website, and while academic advisors can offer students a great deal of help and advice, students are ultimately responsible for monitoring their own progress through their degree programme.

## The University's Email System

The University email system is the official channel of communication between students, their advisors and University administration. Students must attend an orientation session to activate a University email account. Once active, it should be checked daily for important messages. Students may log on using a University computer or access their account through the web at <http://webmail.richmond.ac.uk>. Students must use the university system to communicate with instructors and University staff; there is a danger that messages sent from non-university email addresses may be filtered out as spam.

## Orientation

The Orientation programme, which takes place each semester during the week before classes begin, includes a number of activities specifically designed to ease the transition of new students into the Richmond academic programme and life in London. It is very important that all students who are new to study at Richmond attend the full Orientation period. All new undergraduates take English and Mathematics placement assessments, unless they have received exemption from the Academic Registrar. During Orientation, as well as making new friends and finding their way around Richmond's campuses, students learn about the academic policies and procedures of the University, participate in useful information sessions where the technology and Library systems of the University are explained, and meet with a full-time faculty member to register for the courses they will take in their first semester. (See page 19 for more information about Orientation.)

Graduate students meet with the director of their Masters programme and receive an academic induction to the requirements specific to their course of study.

## Academic Advising

At their initial registration, undergraduate students are advised by the faculty member assigned to teach the First Year Seminar course selected by the student. The student will keep this advisor during the entire first year of their studies. In the second year of study, students are assigned a full-time academic advisor in the area of their declared major. Transfer students who are exempted from the First Year Seminar are assigned a full-time academic advisor in their major upon entry to the university. For any student who has not decided on a major, a special advisor is assigned to assist in developing an academic plan until a major has been chosen. Students meet with their advisors to review their academic progress, choose courses for the following semester, and plan their course of study. Advisors welcome the opportunity to help students to gain the maximum benefit from their educational experience.

The Dean of International Programmes, who is also a Richmond faculty member, acts as the academic advisor for all Study Abroad students.

The Associate Deans for Postgraduate Programmes usually act as academic advisors for all graduate students in their Academic Schools.

## Registration

### New students

New students register for classes during the orientation period preceding their first semester of attendance. If, for reasons acceptable to the Admissions Office and the Academic Registry, a new student must arrive late, the last day to register is the Friday of the first week of classes. All fees must be paid, placement assessments undertaken, and registration for classes completed by 5:00 pm on that day.

### Transfer students

Transfer students register for classes during the orientation period preceding their first semester of attendance. All documents required for the evaluation of transfer credit must be presented to the Admissions Office prior to registration. If, for reasons acceptable to the Admissions Office and the Academic Registry, a new student with transfer credit must arrive late, the last day to register is the Friday of the first week of classes. All fees must be paid, placement assessments undertaken, and registration for classes completed by 5.00 pm on that day.

### Study abroad students

Study abroad students are registered as their course selections are received by the Study Abroad office, beginning the seventh week of the semester before the intended semester of study. It is the responsibility of the student to ensure that the courses submitted have been approved by their home institution. Study Abroad students are required to indicate at least ten course preferences on their application forms (five first choices and five alternatives) in case they are unable to take one of their first choices due to scheduling conflicts or full or cancelled courses.

### Continuing students

Continuing students are those in current attendance who plan to study in the next semester. Priority registration for continuing students takes place during the sixth week of the semester for the semester following (see the Academic Calendar on page 4 for dates). Students are strongly advised to register at this time to ensure that they are accepted into the courses needed for graduation. A late registration fee will be charged for registration after the Priority Registration period. Failure to pay tuition fees by the deadline date will result in the cancellation of registration. Late payment of fees, including applicable penalties, will restore registration to courses originally chosen, but only if spaces are still available.

## Students returning from Leave of Absence

Returning students are those on an approved leave of absence who wish to resume their studies before their leave of absence entitlement expires. Returning students may register for the semester in which they plan to return during the Priority Registration period of the previous semester by contacting their advisor or the Academic Registry.

### Readmitted students

Students who have left the University without being granted a leave of absence, or who have been away from the University past the expiration date of their leave of absence, must apply to the Academic Registry for readmission. Applications for readmission must be received no later than six weeks before the first day of classes of the semester for which readmission is sought. Readmitted students may register with the assistance of the Academic Registry at any time after readmission, provided this is after the Priority Registration period.

## Student Status

US credit is earned on a semester-hour basis, and is calculated according to formal instructional time, apart from internships and the graduate thesis. For more information on both US credit and Richmond's mapping of US credit in terms of EU and UK structures, please see under Courses (page 30 of this catalogue) and Academic Standing (page 34 of this catalogue).

A full-time undergraduate student is one taking at least 9 US credits (36 UK credits) in a semester. Richmond degree-course students on internships are the exception to this rule; they are categorised as full-time students due to the hours spent in the work place, and the additional academic work required.

A part-time undergraduate student is one taking fewer than nine US credits in a semester.

A freshman is a student who has earned fewer than 30 US credits.

A sophomore has earned between 30 and 59 credits.

A junior has earned between 60 and 89 credits.

A senior has earned 90 or more credits.

A graduate student is subject to the requirements of the graduate programme in which they are enrolled. See page 52 of this catalogue for specific graduate academic policies and procedures.

A Study Abroad student is a student matriculated for a degree in another college or university. The classification as a Visiting Student/Study Abroad student may be held for a maximum of one calendar year.

It is assumed that study abroad students have the approval of their home institutions to take the courses for which they are registered at Richmond. A study abroad student who wishes to transfer to Richmond as a degree-seeking student must apply for admission through the Admissions Office. Study abroad students who are at Richmond through the American Institute for Foreign Study are not eligible to apply for admission as degree-seeking students until they have entered their second semester as a study abroad student. If accepted on to a degree programme, the student will be required to take the English and Mathematics placement assessments, unless granted an exemption by the Academic Registrar.

An applicant may wish to be admitted as a non-degree-seeking or visiting student through the normal admissions process (i.e. not through AIFS admissions). Such students are not usually required to take the English and Mathematics placement assessments before registration, and they may select and register for courses without the approval of a Richmond academic advisor.

The maximum number of semester credits a student may accumulate while enrolled under non-degree status is 15 US credits/60 UK credits, and all visiting students take full responsibility for their choice of courses. If, after completing a semester at Richmond, a visiting student wishes to apply for degree-seeking status, they must contact the London Admissions Office and follow the usual admissions process for entry to the University.

NOTE: International students admitted to the UK on a Tier 4 visa must be studying full-time in order to remain in compliance with UK immigration regulations. The attendance of visa-holding students is rigorously monitored. The university is obliged to report any Tier 4 visa-holding students who fall below full-time enrolment to the UK Border Agency. The university reserves the right to alter its policies and procedures in accordance with changes in UKBA regulations.

## Attendance Policy

A demonstrably regulated attendance policy is required both by UK immigration law and by our accreditation bodies. Attendance is also of key pedagogical importance. Successful progress towards a degree depends on the full cooperation of both students and faculty members.

Most courses at Richmond utilise lectures and classroom discussions, which means that regular attendance and active participation in classes are essential parts of the educational process.

Attendance is required in all courses. In any course, students who accumulate more than the permitted number of absences, regardless of the reason, will receive an attendance failure (grade of F) unless they withdraw from the course before the deadline for doing so in the relevant semester. Students are expected to make themselves aware of the requirements of the Attendance Policy and the Lateness to Classes and Examinations Policy at the beginning of the semester.

Frequency of classes in the semester	Permitted absences
Courses that meet twice a week	No more than four absences
Courses that meet once a week	No more than two absences
Summer sessions <i>(due to the intensive nature of the classes)</i>	No more than two absences

Attendance is taken by instructors in on-line registers within the university's student records system. As the registers are constantly updated as students add and drop courses, attendance in all courses is taken from the first day of the semester, including Add/Drop week.

Absences are recorded within the attendance monitoring system as "excused" or "unexcused". The decision as to whether or not to accept an excuse on the part of a student regarding an absence lies with the instructor in the first instance.

Any absence from a class session does not exempt a student from the completion of all required work for a course. The student is responsible for making up any missed work, and for covering the material covered in any missed class session.

Illness does not automatically excuse an absence from class, and if absence due to illness means that, in the instructor's judgment, course work cannot be satisfactorily completed, the absence(s) will not be excused. Students who are legitimately ill should contact Student Affairs who will accept documentation regarding illness and will follow up with instructors.

Reasonable accommodation may be made for students with disabilities with regard to attendance (for instance if a hospital appointment cannot be rescheduled), but the points above concerning material to be covered in class must be observed by all students.

## **Policy on Lateness to Classes and Examinations**

<http://www.richmond.ac.uk/content/academic-affairs/academic-policies.aspx>

### **1. Introduction**

- 1.1 Richmond University is committed to promoting professional behaviour, academic responsibility and a serious approach to conduct on the part of its student body and faculty.
- 1.2 Attendance is of key pedagogical importance to successful progress through the Richmond degree and regular attendance and active participation in classes are essential parts of the educational process. In addition, the University is required to report poor or non-attendance of any student on a Tier 4 visa to the UK Border Agency ([www.ukba.homeoffice.gov.uk/](http://www.ukba.homeoffice.gov.uk/)).
- 1.3 Students are expected to attend all classes and their attendance at each session is recorded and monitored in the University's record system. The University's attendance policy is outlined above.
- 1.4 Classes are taught in timetabled slots that allow time for students to reach their new class from the previous session, and to have left at the end of the session in sufficient time for the next class to enter the room and be seated. Teaching begins at the published start time of the session and must finish promptly at the published end-time. This allows faculty and students 10 minutes for the changeover between classes. Attendance is taken in the first five minutes of a new session.

### **2. Late arrival to University classes**

- 2.1 Entering classes after a session has begun disturbs other students who have made the effort to arrive in good time. It also disrupts the prepared flow of academic information about the topic that the faculty member is presenting. Such unprofessional behaviour is discourteous to the tutor and the other students.
- 2.2 Students arriving late to class (see also 2.5) should enter the room with minimum disruption to the faculty member and other students, and make an apology and explanation to the lecturer at the end of the session. Negotiation to make up any lost content should take place at the end of the session and outside the classroom in which the session took place.

- 2.3 Attendance is recorded at the beginning of the class session. Any student not present at the start of class when attendance is taken is officially late for the session and must be marked as absent.
- 2.4 A student who enters within the first 20 minutes of a teaching session, but after attendance has been taken and an absence has been registered, is responsible for alerting the lecturer to their presence and negotiating a change to an attendance entry from ABSENT to TARDY. Changing an entry is entirely at the discretion of the instructor, and such a change will not be considered at any other time than on the actual date of the class.
- 2.5 Students will be marked as ABSENT from any class if they arrive more than twenty minutes after teaching has begun, but will not be excluded from attending the remainder of the session or any subsequent sessions.

### **3. Late Arrival to University Examinations**

- 3.1 Students will be permitted to enter the examination room up to 30 minutes after the start of a University examination, provided that no other exam candidate has already left the room.
- 3.2 Entry to the examination more than 30 minutes after the exam has begun will be permitted entirely at the discretion of the senior invigilator and with regard to the effect that such entry may have on the students already present in the examination.
- 3.3 Students permitted to enter the examination late must finish their examination at the scheduled time.
- 3.4 No student may leave an examination earlier than three-quarters of an hour after the start of the examination except with the permission of the invigilator.
- 3.5 No student may leave and re-enter the examination room unless escorted by an invigilator throughout the period of absence.
- 3.6 Students may not leave the examination room during the last 15 minutes of an examination.

## Course and Programme Structures

### Declaring a Major

When applying for admission, students are given the opportunity to indicate an area of interest for study by choosing one of the undergraduate degree programmes offered at Richmond and will be registered in that major upon entry. Students not declaring a major upon application will be categorised as undeclared majors. Following entry, students may declare or change their majors at any point. A completed Declaration of Major/Change of Major Form must be submitted electronically to the Academic Registry. At this time, if necessary, a new academic advisor will be assigned. Students who have not declared a major will be asked to declare one upon completion of 60 US credits/240 UK credits. Students will normally follow the major requirements in effect at the time of their admission to the University.

### Double majors

A student may complete the requirements of two majors and receive one degree with those two majors. The student's official academic transcript will indicate one degree conferred with two majors, and the student will receive one diploma. Only one of the majors will be validated by The Open University. Students completing two majors may be required to complete more than 120 US/480 UK credits.

### Minors

Students have the option of adding a second field of specialisation, called a minor, to their major degree programmes (see page 72). Students pursuing a minor may need to complete more than the minimum 120 US/480 UK credits required for graduation. Students wishing to pursue a minor should consult with their advisor.

## Courses

### Course Numbering

From 1972 to 2012, course numbering at Richmond traditionally followed the US model. During academic year 2012/13 a revision of Richmond's course coding was undertaken. Courses were re-coded according to the basic principles listed below, and these changes apply to undergraduate courses from Spring 2013 onwards. New course coding for MA courses begins from Fall 2013 onwards.

### Course Numbering System (1972 to Fall 2012/ From Spring 2013)

000-099/2000-2999

Developmental courses; no credit given

100-199/3000-3999

Lower-division courses (UK FHEQ Level 3) normally taken in the first year of the US BA degree, but sub-HE in the UK system

200-299/ 4000-4999

Lower- division courses (UK FHEQ Level 4) normally taken in the second year of the US BA degree

300-399/5000-5999

Upper- division courses (UK FHEQ Level 5) normally taken in the third year of the US BA degree

400-499/6000-6999

Upper- division courses (UK FHEQ Level 6) normally taken in the fourth year of the US BA degree

500-699/7000-7999

Postgraduate-level courses (UK FHEQ Level 7) normally taken in a US Masters degree

A list cross-referencing the changes to the course codes can be found in a Course Code Comparison Chart at <http://www.richmond.ac.uk/content/academic-affairs/course-codes-credit-mapping.aspx>

Students should take the level of a course into account when they are registering, and undergraduates should ordinarily expect to complete lower-division requirements (including the liberal arts core curriculum requirements, explained in detail on pages 59) before registering for upper-division courses. Graduate-level courses may only be taken by graduate students.

### Course Load

Most Undergraduate courses offered by the University carry 3 US credits/12 UK credits. The normal course load for a full-time undergraduate student is five courses (15 US credits/60 UK credits) per semester. The minimum course load for a full-time undergraduate student is three courses (at least 9 US credits/36 UK credits). The maximum course load is six courses. Normally only students with a cumulative GPA of 3.4 or higher are permitted to take six courses.

Note that international students admitted to the UK on Tier 4 visas must maintain full-time status while studying to be compliant with immigration regulations.



## Course Scheduling

Students should be aware that some courses at Richmond are scheduled to be offered only once in each academic year. Degree-seeking students should work with their advisors to ensure that they enroll in classes in the proper sequence to make certain that they meet their graduation requirements in a timely manner.

## Adding or Dropping a Course

Students may add or drop courses on a space-available basis during the official Add/Drop period of each academic semester (the first five days of Fall and Spring semesters). Visa-holding students must take care to ensure that they remain compliant with the requirements of their immigration status if dropping courses will take them below the level designated as full-time study. Classes missed during this process are counted as absences for the purposes of the attendance policy.

Students must add or drop courses in their PowerCAMPUS Self-Service accounts, and are advised to make any changes required in a timely manner. All such changes must be approved by the student's academic advisor.

Note that in the summer sessions, the add/drop period is truncated to the first two days of the semester. Students are strongly advised to finalise their summer course arrangements (including payment of summer fees) well in advance.

## Changing Sections of a Course

Students may change sections of a course if space is available, following the same procedure as for adding or dropping a course.

## Withdrawing from a Course

After the end of the official add/drop period and until the last day to withdraw (see Academic Calendar for dates), and providing that they remain compliant with the terms of their immigration status, students may withdraw from a course by submitting a scanned or hard-copy Course Withdrawal Form to the Academic Registry, signed by their advisor or with confirmation of agreement sent from the advisor's e-mail account.

Students enrolled on the Internship Programme should note that if they terminate their internship before the end of the above stated time, official withdrawal will not normally be permitted and a grade of "F" will be recorded for the entire internship.

In cases where a grade of F is assigned because of academic dishonesty the student may not withdraw from the course, although the policy for repeating a course applies.

## Repeating a Course

A student may repeat a course for which a grade of F has been awarded. The failing grade will remain on the student's official academic transcript even if the course is subsequently repeated and passed. If the course is repeated and passed, the passing grade will be recorded on the transcript and only this grade (not the original F) will be used in computing the cumulative GPA.

In exceptional cases, and only with the permission of the Academic Progress Committee, a student may repeat a course for which a passing grade has been earned. Such a repeat may occur only once, and only the second grade earned is used for the GPA.

## Auditing a Course

A student may choose to register for a course on an audit basis. The student is normally expected to attend and to participate in all class activities, assignments, and assessments, except for the final examination which is optional. As an auditor, the student will not receive a final grade for the course. The student's academic record will show a grade of AU for audit.

The following regulations apply to registering for a course as an auditor.

Approval from the student's advisor must be obtained in advance in order to audit a course;

A student's status in a course may be changed between audit and credit no later than the end of the add/drop period;

Audited courses may not count towards the student's course load for UKBA immigration requirements.

A student taking a course for audit will be subject to the usual course load policies, with the audited course counting towards the total maximum allowed number of courses; or

If a course becomes oversubscribed, students registered as auditors may be subject to deregistration;

Audited courses may not be used to satisfy prerequisite, major, degree, or Masters degree exemption requirements.

## Summer Sessions

The Academic Calendar normally includes one six-week intensive summer session. Students with a GPA of at least 2.5 may enrol in a maximum of three courses in this semester. Students with a GPA of less than 2.5 may enrol in a maximum of two courses in this semester. Classes meet for 90 minutes each day, Monday through Friday. Due to the intensive nature of the summer sessions, students may not miss more than two class meetings, including any classes missed during the Add/Drop period (see page 31 of this catalogue under “Adding or Dropping a Course”).

Summer school tuition is charged on a per-credit basis. Students must arrange for payment of all summer courses before the summer session begins. Some students may be eligible to study in summer at no additional cost to their Fall/Spring tuition fees. Please see page 21 of this catalogue or consult the Finance Department for details of summer tuition fees and eligibility for summer credits.

The Richmond International Summer School (RISS) operates over the course of the summer in three sessions. It offers Study Abroad students the opportunity to study in London for a shorter period of time than a full semester. For more information on RISS programmes and courses please see [www.aifsabroad.com](http://www.aifsabroad.com)

Richmond’s degree-seeking students are welcome to take RISS courses to count towards the total number of credits they require to graduate. RISS courses cannot be used, however, as part of the required upper-division courses submitted to The Open University for degree validation.

## Incomplete Courses

In cases where students believe they have a legitimate reason for missing a final examination or failing to complete course work, they may petition the Academic Progress Committee for a re-sit examination and/or an extension to course work deadlines.

If the petition is approved, an interim grade of I (Incomplete) is assigned, and the final grade for the course is then revised by the instructor upon completion of the course requirements. Re-sit examinations are held on the fourth weekend of the semester following the original exams. They must be completed in the official re-sit period; further rescheduling of examinations is not ordinarily permitted. Students given an extension to their coursework submission deadlines are normally required to submit the coursework in the same timeframes as students permitted a re-sit opportunity (i.e. week 4 of the following Fall or Spring semester).

Failure to meet these deadlines will result in the I grade reverting to the original grade submitted by the instructor, or to an F grade if no work was submitted. If a graduating senior is awarded a grade of I in a spring semester course, she or he will not receive a diploma dated that May. The diploma will be awarded the following December provided the work is completed by week 4 of the following Fall semester.

## Independent Study

Independent study is an individual research, laboratory, or creative arts project, taken under the direct supervision of a full-time faculty member, which does not duplicate the curriculum of a currently-offered course. Independent study requires in-depth academic work on a specialised topic, and this involves research, reading, writing, and where appropriate, experimentation. Students wishing to pursue independent study must have a minimum of 60 US/240 UK credits and a GPA of at least 3.0. Practical considerations mean it is unusual for students to complete more than two independent study projects in the course of a degree, and such projects may not be undertaken in the summer semester. Independent study is not available to study abroad students.

To arrange for an independent study course, the student must find a full-time faculty supervisor, define the project, and obtain the approval of the topic before the end of the preceding semester. The faculty member and the Dean of the relevant School or Department must approve the project in order for the student to register for the course. Approval is based on a written application using forms available online or from School administrators or the Academic Registry.

Applications will require evidence of:

- the academic merit of the study;
- the availability of resource material; and
- the student’s own capacity to undertake the work.

Students who need help may discuss their proposal with the Dean of the relevant School or Department. Once approved, a student normally meets with her or his supervisor once each week for a minimum of two hours, although in some cases the nature of the subject matter may dictate less frequent meetings of longer duration, but, the minimum number of tutorial hours in any given semester must be 15. The course is graded and carries one, two, or three US credits (4, 8 or 12 UK credits), based primarily upon formal instructional time but also taking into consideration the nature and quantity of student work assessed. The results from Independent Study may not be used towards the requirements of The Open University-validated degree.

## Approval of courses taken at other institutions

Degree-seeking students wishing to take courses at other institutions at any time must obtain the approval of the Academic Registry for both the institution and the intended courses, in advance of undertaking the study. Applications are made on the Course Approval form (found on the Portal) or directly via email to registrar.admin@richmond.ac.uk.

The Academic Registry determines the course equivalents, and this information is sent to the student and the adviser by e-mail so that together they may check how the courses fit with the student's degree plan.

Transfer credit will be awarded for the courses taken provided the grades earned are the equivalent of C or better. Courses coded 6000-6999 are not considered for course approval. All FHEQ level 6 courses must be completed at Richmond.

Courses approved to be taken elsewhere count towards a student's regular Richmond course load, so in most cases the course term dates must not overlap with the Richmond semesters.

Students must:

- Consult with their advisor concerning the appropriateness of the suggested course for general education and/or major requirements, and have the advisor approve the Course Approval Form.
- Submit the completed Course Approval Form, electronically or in hard copy, to the Academic Registry with supporting documentation including sufficient information (full course descriptions, the institution's name, address and website) for the University to verify the institution's accreditation information.

The Academic Registrar makes the final decision regarding approval of any courses to be taken at another institution.

## Course Changes or Cancellations

While every effort is made to ensure that the content of courses corresponds with the descriptions in the Catalogue, some variation may take place. Students should note that the instructor's detailed course syllabus will describe the exact content and methodology of a particular course more authoritatively.

**The University reserves the right to cancel or replace courses for which there is insufficient enrolment.**

After the Priority Registration opportunity available to all degree-seeking students in Week 6 of the previous semester, students may only make any subsequent changes to their course selections during the add/drop period. Changes to registration outside add/drop week are usually only possible when a student requires a particular course to graduate at the end of the semester and, for a compelling reason, was unable to select it during the Priority Registration period.

## Leave of Absence

Students wishing to withdraw from the University may apply to the Academic Registry for a leave of absence for one semester (which may be extended up to a maximum of two semesters). Normally students applying for a leave of absence must be in good academic, social, and financial standing. Approved leaves of absence provide students with the right to return to the University and to register for a future semester or summer session without applying for readmission.

When considering whether taking LoA is an appropriate course of action, students should note that the University is obliged to report to the UK Border Agency any student who is in the UK on a Tier 4 visa but who is not attending classes. This also applies to students who are taking a Leave of Absence. The University's granting of a LoA should not be interpreted as granting permission for a student on a Tier 4 visa to remain in the country.

Leave of absence must be applied for and approved by the Academic Registrar in advance of the semester in which it is to be taken. Students registered for and attending classes will not be permitted to apply for a leave of absence retrospectively. They must withdraw from any courses in which they are enrolled in the usual manner.

On returning from an approved leave of absence, students continue under the same degree requirements that were in force when they began their leave. Those granted a leave of absence for medical reasons may be required to provide confirmation from their health-care provider that they are medically fit to resume their studies. Students failing to return from a leave of absence within one calendar year must apply for readmission. If they are readmitted, they will be governed by the degree requirements in effect at the time of readmission.

For purposes of leaves of absence only, "good academic standing" may include academic probation. If a student on academic probation applies for a Leave of Absence, however, the University may need to assess whether that student is a candidate for dismissal. Academic dismissal takes precedence over leave of absence.

## Students Completing Graduation Requirements Elsewhere

Students are normally expected to complete their graduation requirements at Richmond. In exceptional circumstances, however, a student may apply to the Academic Registrar for permission to complete graduation requirements elsewhere under an official Leave of Absence. Please see under “Leave of Absence” for more information on this status, including the university’s obligation to report students on LoA to the UK Border Agency.

As with all courses taken elsewhere after matriculation at Richmond, the student must obtain the prior approval of the Academic Registrar of both the institution and the courses to be taken.

If official transcripts confirming completion of the approved courses with grades of C or better are received by the Academic Registry in Richmond before the end date of the Leave of Absence, the student’s diploma will be awarded at the next Richmond graduation ceremony following actual completion of the degree requirements, together with The Open University validation of the degree.

If official transcripts confirming completion of the approved courses with grades of C or better are not received by the Richmond Academic Registrar before the expiry date of the Leave of Absence, the student’s OU registration will lapse with no possibility of renewal.

Students may also make arrangements to return to Richmond to complete degree requirements, provided the arrangements are finalised before the Leave of Absence expires.

Students who do not return to study at the end of an approved Leave of Absence may subsequently apply for re-admission to Richmond. If the application is successful, the student will be re-admitted under the graduation requirements in effect at the time of readmission (which may be substantially different than those under which the student was originally admitted) and may continue studying towards completion of a Richmond degree. If the student subsequently satisfies the degree requirements, a Richmond diploma will be awarded at the next Richmond graduation ceremony following actual completion of the degree requirements. If the student’s OU registration has lapsed, this degree will not be OU validated.

## Withdrawing from the University

Students withdrawing from the university must complete the online withdrawal form available through Student Affairs. They should also consult the relevant procedures required by the Finance Department.

Students on Tier 4 visas who withdraw from the university, and those who do not officially withdraw but who do not return to the university to complete their studies (and who have not requested an official Leave of Absence) are reported to the UK Border Agency as having ceased studying. Their right to remain in the UK will be withdrawn by the UKBA on receipt of the university’s report.

## Readmission to the University and re-registration

Students who have withdrawn from the University, or who have been away from the University past the expiration date of an approved leave of absence, must apply to the Academic Registry for readmission, using the form at <http://www.richmond.ac.uk/content/academic-schools/academic-registry/request-re-admission-to-richmond.aspx>.

Applications for re-entry to either full-time or part-time study must be made at least 60 days before the semester begins, and additional material may be requested to inform the University’s decision to re-admit. Confirmation deposits are required. Students dismissed from the University on academic grounds are not normally permitted re-admission. Re-admitted students may register for classes with the assistance of the Academic Registry at any time after the readmission is approved and the requirements completed, provided this is after the Priority Registration period for the semester of entry.

## Academic Standing

To be in good academic standing, undergraduate students must have a cumulative GPA of at least 2.0 (C) and have earned at least 18 US/72 UK credits over the two most recent consecutive semesters.

A graduate student is in good academic standing if maintaining a cumulative Grade Point Average (GPA) of 3.0 (B).

## Grades

Grades are assigned by instructors at the end of every semester or summer session. All grades being used for OU-validated degrees are subject to confirmation at the Richmond and OU Final Assessment Boards.

Each letter grade is assigned a numerical equivalent on the following scale for **undergraduate** study:

A	4.0	Excellent work
A-	3.7	Excellent work
B+	3.3	Above satisfactory work
B	3.0	Above satisfactory work
B-	2.7	Above satisfactory work
C+	2.3	Satisfactory work
C	2.0	Satisfactory work
C-	1.7	Below satisfactory work
D+	1.3	Below satisfactory work
D	1.0	Below satisfactory work
D-	0.7	Below satisfactory work
F	0.0	Fail

Additional grades that do not have a numerical equivalent and are not used in GPA calculations are:

AU	Audit
I	Incomplete
P	Pass (non-credit only)
TR	Transfer Credit
TRP	Transfer Credit (Provisional)
W	Withdrawn

The **graduate mark scale** is as follows:

A	4.0	Excellent
A-	3.7	Very good
B+	3.3	Good
B	3.0	Satisfactory
B-	2.7	Poor
F	0.0	Fail

Grades submitted to the Academic Registrar are considered final for the purposes of submission to the Richmond and Open University Examination Boards. If an instructor discovers that an error has been made in calculating or recording a grade, this must be reported in writing to the appropriate School Dean or Associate Dean, who will advise the Academic Registrar and authorise the grade change.

A student who wishes to appeal a grade must first ask the instructor to explain how the grade was calculated. If the student is dissatisfied with the explanation then an appeal may be made to the Associate Dean and the University's Grievance and Appeals procedures followed subsequently.

Under no circumstances are changes to a grade be considered more than one year after the time the grade was issued.

## Midsemester Warning

A warning is issued by the Academic Progress Committee at mid-semester to students whose work is unsatisfactory (below C) in two or more courses. A copy of the warning is also sent to the Academic Registry, Student Affairs and to the student's advisor so that remedial measures can be put in place to help the student to improve their academic standing.

## Grade Point Average

A grade point average (GPA) is calculated each semester and summer session and recorded on the student's transcript. A cumulative GPA, including all courses taken at Richmond, is also calculated. The numerical equivalent for the grade of each course is multiplied by the number of credits for the course to give the number of quality points for that course. The GPA is then the sum of the quality points for all courses, divided by the total number of credits of all courses attempted. Transfer credit is not included in this calculation.

A GPA is also calculated in the student's major, and is used both to determine a student's eligibility for graduation, as well as for graduation honors (see page 44 of this catalogue). The GPA in the major is the GPA for all lower and upper division major requirements, as listed in the section of this catalogue on BA degree requirements. In cases where there is a choice of courses that satisfy the major, the courses with higher grades will be used in calculating the Major GPA.

A further GPA calculation is made based on the upper-division courses in the major presented to The Open University exam board in order to determine the equivalence for the student's UK degree classification. The GPA for the level 5 courses represents 40% of this final calculation, whereas the GPA for the Level 6 courses will represent 60%. See below under "Open University Validation" for more details.

A separate cumulative GPA is calculated for any student taking a Masters degree following successful completion of a Bachelors degree at Richmond.

## Reporting of Grades

After instructors have submitted final grades via PowerCAMPUS, students may access their final grades in their Self-Service accounts. The grades of students on financial hold may be delayed until an arrangement has been made with the Finance Department. Study Abroad students will have their grades released upon authorisation from AIFS and the University's Finance Department.

## Dean's List

Any degree or study abroad student who achieves a 3.4 GPA in any one semester while taking three or more courses (9 US/36 UK credits or more) will be placed on the Dean's List for that semester. This recognition of academic achievement will be noted on the student's transcript.

## Credit

US credit (primarily used throughout this catalogue and in all former catalogues) is earned on a semester-hour basis. For a three-US-credit course, classes are held in:

50 minute periods that meet 3 times per week; or  
75 minute periods that meet twice per week; or  
a single weekly period of 2.5 hours

The typical US bachelor degree programme is comprised of four years of study, compared to three years for the typical UK BA (Hons) degree programme. An undergraduate must obtain a minimum of 120 US credits (30 per year for 4 years) required for the degree.

In 2011-2012 Richmond engaged in a major project of mapping its US undergraduate degree requirements onto UK regulatory frameworks. This involved defining every course in terms of UK CATS credits and every course's level in terms of the QAA's Framework for Higher Education Qualifications.

1 US undergraduate credit =  
4 UK CATS credits (at Levels 3-6)

3-credit US undergraduate course =  
12 UK CATS credits (at Levels 3-6)

120 credits for the US Bachelor of Arts degree =  
480 UK CATS credits (note that a minimum of 360 UK CATS credits must be completed at Levels 4-6)

Please see under Courses (page 30 of this catalogue) for information on the consequent re-numbering of all Richmond courses. A list cross-referencing both types of course codes can be found online under Course Code Comparison Chart at <http://www.richmond.ac.uk/content/academic-affairs/course-codes-credit-mapping.aspx>. See page 55 of this catalogue for information on conversion of Masters-level credit.

## University Assessment Norms

All Richmond courses comply with the Richmond University assessment norms in relation to expectations about the quantity of assessed work at each level. The standard assessment norms chart is reproduced below.

FHEQ Level	Richmond/ UK Level	Normal Number of Items (including final exam)	Total Assessment
Level 3	R3000 UK A-level	3-4	1 two-hour final exam plus 2000-2500 words
Level 4	R4000 UK Year 1	3-4	1 two-hour final exam plus 2000-3000 words
Level 5	R5000 UK Year 2	2-3	1 two-hour final exam plus 3000-4000 words
Level 6	R6000 UK Year 3	2-3	1 two-hour final exam plus 3000-4000 words
Level 7	R7000 Masters level	2-3	5000-7000 words

*\*Reasonable adjustments may be made for assessment activities such as midterm exams, in-class presentations, group assignments, tests, etc. Summative assessment activities are reflected in the final overall assessment count.*

Separate charts outlining norms for special programmes, writing-intensive courses, dissertations and atypical courses (primarily ADM, MTH and THR) can be found.

## Students with Special Educational Needs

### Special Consideration in Assessment

The University is legally obliged to provide reasonable adjustments for students with diagnosed and documented learning disabilities. The offices of Student Affairs and the Academic Registry work together to make sure that all students receive appropriate support and consideration. In order to do this, all students are asked to let the Dean of Students know about their needs at an early stage of their registration, and to provide all the necessary official documentation to allow the university to put appropriate strategies in place as soon as possible.

Students who want to let the University know that they have a diagnosed, documented learning disability and will require special consideration should complete the form on the Student Affairs web pages. They must attach supporting documentation in the form of an educational psychologist's assessment (or indicate that this assessment is to follow). This should be dated within the last two years, and include the full name and address of the assessor. Further guidance is available at <http://www.richmond.ac.uk/content/student-affairs/students-with-disabilities.aspx>

Students with learning disabilities may be entitled to special arrangements for mid-term and final examinations, and in the classroom. In order to make the best arrangements for a student's individual needs it is important to let the University know as soon as possible and in any case by the end of Add/Drop Week in order to be able to benefit from special arrangements in final exams.

All information relating to a disability is held in confidence in the University's student records system, which has appropriate secure access protocols in place. If an award of extra time in examinations is decided, or if other practical arrangements need to be made, faculty members are informed about these so they can help students manage their study. Questions about the procedures should be directed to the Office of Student Affairs or Academic Registry.

### Policy on Special Educational Needs Provision

#### 1. Overview

1.1 Richmond University aims to ensure that assessment and examination policies, practices and procedures provide students with diagnosed disabilities or special educational needs with the same opportunities as their peers to demonstrate the achievement of learning outcomes, which may, in some cases, include alternative assessment and examination arrangements.

- 1.2 Applications to study at Richmond are assessed on the basis of academic suitability for the programme of study. The criteria and procedures for admitting students relate to the academic requirements of the programme and will not disadvantage or debar applicants with SENs.
- 1.3 The University will foster an environment within which students feel able to disclose their disability, whether short-term or of long-standing, at an early stage of their studies and will put in place reasonable adjustments or other support that may be needed as soon as practicable. The University cannot make adjustments, however, if such disclosure is not made.
- 1.4 Richmond will ensure that students with SENs have access to the full range of its support services that are available to their peers, and where indicated will make reasonable alternative services and arrangements available.
- 1.5 Richmond aims to make reasonable adjustments for any registered student with disabilities within the particular requirements of study on the Richmond campuses, taking account of the University's status as a private institution.
- 1.6 The University will make information available about access to buildings and support facilities to enable disabled students to make an informed choice about studying at Richmond.
- 1.7 The University operates this policy under the requirements of the Data Protection Act 1998 and will ensure the needs of students with diagnosed disabilities or special educational needs are not compromised by the competing requirements of this legislation with that of the Equality Act 2010.

#### 2. Learning and Teaching

- 2.1 In approving the design of new programmes and courses, Richmond will ensure that the needs of students with special educational needs are taken into consideration and any indicated changes are made.
- 2.2 Faculty will plan and employ teaching and learning strategies which make it possible to incorporate adjustments to accommodate SEN students' individual requirements where reasonable.
- 2.3 Faculty will be provided with professional support for teaching design and access to expert and informed advice on implementing arrangements in the classroom.

- 2.4 The University will ensure that, wherever possible, students with SEN have equal opportunity to access academic and internship placements, including field trips and study abroad.
- 2.5 Assessment and examination policies, practices and procedures will be designed to allow SEN students to demonstrate their achievement of course learning outcomes, and these may include consideration of alternative assessment and examination arrangements.
- 2.6 Where a student's academic progress is interrupted as a direct result of a disability-related cause, arrangements will be made, in consultation with the student and taking account of the particular requirements of their SEN, to mitigate the effect on the student's academic progress.
- 2.7 Where disclosure or diagnosis of a disability or SEN is made after students have begun to study, or have left the University, retrospective adjustment will not be made, providing that the University did not know, and could not reasonably have been expected to know, that the student had a disability when they enrolled for their course.
- 2.8 Students submitting false claims for adjustments to be made on the basis of disability will be subject to the requirements of the University's Academic Honesty Policy <http://www.richmond.ac.uk/content/academic-affairs/academic-policies/academic-policies-non-compliance-and-exceptions.aspx>

### 3. Grievances and Appeals

- 3.1 The University's policy on Grievances and Appeals is designed to allow students to raise concerns arising directly or indirectly from a diagnosed disability/SEN.
- 3.2 Issues should first be raised at departmental level, and if a satisfactory resolution is not agreed, may be referred to the Dean of Students and the Academic Registrar.
- 3.3 Students wishing to pursue a concern further should enter the formal Appeals process at Stage 2 as outlined in the Policy.

### 4. Monitoring and Review

- 4.2 Aspects of this policy will be subject to ongoing review and amendment by the Learning & Teaching Committee.
- 4.3 These include, but are not limited to, the following:
  - 4.3.1 Student take-up of SEN examination arrangements

- 4.3.2 The range and extent of SEN examination arrangements
- 4.3.3 The consistency, range and extent of SEN support in classes
- 4.3.4 The breadth and effectiveness of provision for support of Faculty implementing SEN classroom arrangements
- 4.3.5 The take-up of support provision made for Faculty

## 5. Supporting information

- 5.1 Office of Student Affairs web pages at <http://www.richmond.ac.uk/content/student-affairs/students-with-disabilities.aspx>
- 5.2 Grievances and Appeals Policy at <http://www.richmond.ac.uk/content/academic-affairs/academic-policies/academic-policies-non-compliance-and-exceptions.aspx>
- 5.3 Academic Honesty Policy at <http://www.richmond.ac.uk/content/academic-affairs/academic-policies/academic-policies-non-compliance-and-exceptions.aspx>
- 5.4 Policy on Accommodation and use of public spaces <http://www.richmond.ac.uk/content/student-affairs/accommodation/policies-and-procedures.aspx>
- 5.5 Policy on health and safety <http://www.richmond.ac.uk/content/resources/hr-internal-use-only/health-safety.aspx>

## Conduct of Courses and Assessment

### Policy on Late Submission of Coursework

Students at Richmond are expected to submit all coursework on time. The ability to provide work on time and to manage competing demands is a vital life skill. Providing the opportunity to develop this skill, and encounter the consequences for not delivering, is part of the educational experience at Richmond. Meeting deadlines is also important to ensure fairness and that all students are treated equally. In addition to support and advice from faculty, the Department of Student Affairs offers regular time management workshops.

1. Deadlines (specified by day and time) for submission of coursework will be provided to students by faculty in writing, either in the syllabus, on the course home page, or via email during the semester.
2. Any item of work submitted late will be subject to an automatic deduction of one increment on the letter grade scale (e.g. the grade will be reduced from B to B-, or from C- to D+) per day.



3. Any coursework submitted more than one week (seven days) after the original deadline will receive a grade of F.
4. Where there may be mitigating circumstances (sometimes referred to as 'good cause') for the late submission the instructor must be informed in advance, by email, and evidence should be provided to the instructor in writing when the course work is submitted. Mitigating circumstances normally refer to documented illness or detrimental personal circumstances beyond an individual's control. For issues of sensitive personal circumstances a student may choose to provide the information through the Department of Student Affairs who can ensure that reasonable steps are taken to ensure privacy.
5. Please note that the following are some things that DO NOT constitute mitigating circumstances:
  - Computing or IT issues (unless these are because of a clear and demonstrable failure by the University)
  - Having other items of course work due on the same day or in close proximity
  - Having visits from friends or relatives
6. Students with Special Educational Needs who are entitled to some form of special accommodation (e.g. additional time in exams) should discuss this with the Academic Registry and the Vice President for Student Affairs at the start of the semester to ensure that the instructor is informed of any allowances for coursework.

Appeals against the Late Submission of Coursework Policy should follow the standard Grievance and Appeals process <http://www.richmond.ac.uk/content/academic-affairs/academic-policies/academic-policies-appeals-and-complaints.aspx>

## Examination Policy & Procedures

### 1. Examination scheduling and timetabling

- 1.1 The final examination schedule is centrally-administered by the Academic Registry. Exams are held over a five-day period following the last day of classes in the Fall and Spring semesters. Final exams are not held in the same timeslots as class sessions. The official exam period is published in advance in the official academic calendar (see page 4 of this catalogue). Students are responsible for remaining in London until the end of the official examination period. Although specific exam timings are also published by the Academic Registry in advance, the university reserves the right to make any necessary changes to the schedule.

Students who make travel plans based on their personal exam schedule do so at their own risk. Final examinations in the summer take place on a single day following the last day of classes and final examination arrangements on the university's Italian campuses follow the Summer session model.

- 1.2 University mid-term examinations in 2013/14 are held in Fall Week 7 and Spring Week 8. Mid-term examinations must be held within this one-week time period. Note that maintenance of the invigilation ratios and other examination standards outlined in the policy may require changes to the rooms used for examination. Summer semester mid-term examinations take place on the Friday of Week 3 of the semester.

Resit examinations take place in Week 4 of the Fall and Spring Semesters

Final examinations are scheduled in Fall Week 14, Spring Week 15 and Summer Week 6.

- 1.3 Examinations may be timetabled for any day falling within a semester, including Saturdays.
- 1.4 Examinations are normally scheduled in four time slots between 9.00 am and 9.00 pm, although they may be scheduled up to 10.00 pm where necessary.
- 1.5 The final examination timetable is posted on the Faculty Services page of the Portal, on the website, and hard-copies are posted outside the Academic Registry on both campuses.
- 1.6 Instructors may not make changes to assigned invigilation arrangements nor alter the time of a scheduled exam. If there are difficulties with exam time slots or locations, instructors should contact their Head of Department or Dean of School, copying in the Academic Registry, to resolve these.

- 1.7 Instructors may not agree special arrangements for any student with difficulty with an exam's timing. Such students should be referred to the Academic Registrar who may refer the issue to Academic Progress Committee.

### 2. Conduct of Examinations

#### 2.1 Invigilation

- 2.1.1 The ratio of invigilators to students in examinations is two invigilators for between 2 and 50 students; three invigilators for between 51 and 100 students.
- 2.1.2 Variation of these ratios is at the discretion of the Academic Registrar, in consultation with the Chair of the Learning & Teaching Policy Committee if appropriate.

- 2.1.3 Invigilators are responsible for the enforcement of the regulations and policies for the conduct of the University's invigilated examinations.
- 2.1.4 One member of Faculty acts as senior invigilator in each examination session, to take overall responsibility for the conduct of the examination and the invigilation process, including ensuring that the number of examination scripts collected matches the total number of students examined.
- 2.1.5 Guidance on invigilation is sent to all invigilators in advance of the examination session and copies are available in each examination room. A copy is also available on the Faculty tab of the Portal.
- 2.1.6 All invigilators must be present in the examination room at least fifteen minutes before the start of the examination.
- 2.1.7 All full-time and part-time faculty may be required to invigilate final examinations. All faculty members are expected to invigilate exams equal to the number of sections (not courses) they teach. Faculty members who teach courses for which final exams are not given are expected to assist with the invigilation of multiple-section exams or other exams. Invigilation duties may occur over weekends.
- 2.1.8 If they are not assigned to invigilate, the exam paper setters are expected to be present in the examination room for the first 15 minutes of the examination session. If they are unable to be present for any reason, they must advise their School Administrator or the Academic Registry in advance of the examination and ensure that they have provided appropriate contact details so that any issues arising in the examination can be resolved immediately.
- 2.2 Venue set-up and starting an examination**
- 2.2.1 The furniture in the examination room will be laid out by University support staff according to agreed conditions (see Standards for Examination Venues) and the room locked. On arrival, invigilators lay out question papers and answer booklets. At the end of the examination the staff of the Academic Registry or Security lock the room immediately after the invigilators leave.
- 2.2.2 Students are not allowed in the room until the invigilator has invited them into the room. If invigilators arrive to find the students have entered the room, they must be asked to leave immediately and invigilators must ensure that all desks and chairs are checked carefully for any extraneous material before the students are permitted to re-enter and the examination can begin.
- 2.2.3 Where seats have not been pre-assigned in an examination session, students should be randomly assigned seats by the invigilators and not permitted to choose their seat independently. Seats closest to the door should be kept free for late-arriving students.
- 2.2.4 The senior invigilator must read the standard announcements at the beginning of the examination. Students may not begin writing until told they may do so by the invigilators.
- 2.3 Conduct during examinations**
- 2.3.1 Anomalies arising during an examination session should be recorded on an Examination Report Form (available in each examination venue for each occurrence) and returned to the Academic Registry after the examination. These may include, for example, a mobile phone going off that causes a disruption, a student becoming ill, a student arriving late or leaving early, etc.
- 2.3.2 Invigilators must remain in the examination room for the entire period of the exam and patrol the examination room at intervals to address the risk of cheating and to check that students are using only the additional materials permitted.
- 2.3.3 Faculty and staff should be aware of the potential misuse of small data storage units. Students are not permitted access to electronic devices (iPads, laptops, mobile phones, MP3 players etc.) during an exam. Invigilators must ensure that any such devices brought into an examination room are made inaccessible to students during the examination.
- 2.3.4 Students should be made aware of the consequences of and understand the regulations relating to academic honesty, particularly in relation to the possession and use of electronic devices and mobile phones in an examination context.
- 2.3.5 Absentees should be noted on the examination report; students who do not attend will be given a grade of F for the exam. An 'incomplete' grade may be assigned for cases deemed to be legitimate absences.

- 2.3.6 Students who are taken ill during an examination, or who cannot take a final exam for medical reasons, should obtain supporting documentation from a doctor and submit this to the Academic Progress Committee along with a petition to take a re-sit the following semester. Students have the right to appeal assigned grades in cases of illness (see also 2.3.5). Travel issues are not normally accepted as the basis for a petition for a re-sit.
- 2.3.7 All rooms have clocks, and the invigilator will also announce the times at key points.
- 2.3.8 If a fire alarm sounds during the exam, the invigilator should make a note of the time and ask students to stop writing. All participants should leave the building following usual guidelines. Students must be instructed that they are still under exam conditions and must not talk to each other. Invigilators must monitor students and keep the group together. Before restarting the exam, students must be asked to draw a line under the work that they had already completed before the alarm. The occurrence must be recorded on the Examination Report Form
- 2.3.9 Individual arrangements are made by the Academic Registry for students with special educational needs during the final examination period. These are centrally-administered. SEN students may not make their own arrangements with examiners, and may not use their own laptop computers to take exams.
- 2.3.10 In a large examination session, it is important that the one-to-one relationship between the student and their script is maintained. Students who finish early may not leave before their script has been collected by an invigilator. At the end of the examination, students must stay in their seats until all the scripts have been collected by the invigilators and the Senior Invigilator gives them permission to leave.
- 2.4 Student identification**
- 2.4.1 Students must place their Richmond student ID cards face up on their desktops as soon as they enter the exam room and are seated. Cards must remain on their desks throughout an examination. Photographs on the cards will be checked by invigilators during the examination to establish that the ID card belongs to the student at that desk.
- 2.4.2 Richmond's small class sizes mean that instructors invigilating know many students personally. If the student does not have their ID card, and the invigilator is confident in their knowledge of the student's identity, they may be permitted to continue with the exam.
- 2.4.3 Where an invigilator is not confident of their identity the student must supply their full name so a check can be made of their name and photograph against their record in PowerCAMPUS, using the terminal in the examination room (a printed photo register may also be requested from the Academic Registry during the examination).
- 2.4.4 If the invigilators still have concerns the student should be excluded from the exam and advised to petition the Academic Progress Committee for permission to re-sit.
- 2.5 Materials allowed in examinations**
- 2.5.1 The invigilators will identify where students must leave jackets and bags, usually at the front or back of the room as appropriate for the venue.
- 2.5.2 Mobile phones must be switched off as students enter the room, and left at the front or back of the room as appropriate. Students may not have mobile phones with them during an exam.
- 2.5.3 Students may have the following items on their desk during an examination.
- i) University ID card
  - ii) A clear pencil case or clear plastic bag, containing:
    - Pens
    - Pencils
    - Eraser
    - Pencil sharpener
    - Ruler
  - iii) University-approved calculator (where identified on the examination paper)
  - iv) small bottle of water
  - v) Additional items identified as acceptable by the examiner and detailed on the front of the examination paper
- Any additional material brought to the examination should be removed by the invigilators.
- 2.5.4 Calculators are not permitted in an exam unless identified on the examination paper. If calculators are allowed, they will be provided by the Academic Registry. Mobile phones may NOT be used as calculators.
- 2.5.5 All exams will be written in the official answer booklets unless the format of the exam makes this impossible. Additional booklets and sheets of paper will be supplied by the invigilators if required.

- 2.5.6 Extracting pages from official answer booklets is regarded as academic dishonesty, as is removal of blank answer books from the examination room.
- 2.5.7 The security of unused answer booklets must be maintained. All blank answer books must be retained at the end of the exam and unused booklets returned to the Academic Registry with the Examination Report Form.
- 2.6 Behaviour during examinations**
- 2.6.1 Students will be permitted to enter the examination room up to 30 minutes after the start of a University examination, provided that no other exam candidate has already left the room.
- 2.6.2 Entry to the examination more than 30 minutes after the exam has begun will be permitted entirely at the discretion of the senior invigilator and with regard to the effect that such entry may have on the students already present in the examination.
- 2.6.3 Students permitted to enter the examination late must finish their examination at the scheduled time.
- 2.6.4 No student may leave an examination earlier than three-quarters of an hour after the start of the examination except with the permission of the invigilator.
- 2.6.5 No student may leave and re-enter the examination room unless escorted by an invigilator throughout the period of absence.
- 2.6.6 Students may not leave the examination room during the last 15 minutes of an examination.
- 2.6.7 Silence must be maintained in the Halls before, during and after examinations in order not to disturb other students under examination in nearby rooms. Students have been informed of the consequent requirement for quiet in the corridors and immediately outside of exam venues. Invigilators will assist in enforcing these requirements and ask for quiet from students who are making excessive noise.

### **3. Academic Honesty**

- 3.1 Academic dishonesty is any action by which a student seeks to claim credit for the intellectual or artistic work of another person or uses unauthorised materials or fabricated information in any academic exercise.

#### **3.2 It includes:**

- i. receiving or giving help to another student in class tests and examinations;
- ii. intentionally impeding or damaging the academic work of others;
- iii. submitting another person's work as one's own, or providing work for this purpose;
- iv. submitting work purchased from an essay mill or a ghost scholar service or an e-tutor;
- v. submitting work of one's own that has been substantially edited and revised by another person, or providing an editing service for others;
- vi. submitting material from a source (books, articles, internet sites) without proper citation and bibliographic reference;
- vii. paraphrasing material from a source without appropriate reference and citation;
- viii. submitting substantially the same piece of work in more than one course without the explicit consent of all of the instructors concerned;
- ix. assisting other students in any of the above acts.

- 3.3 Students who are academically dishonest will receive a penalty for the work in question or the course as a whole or to their degree classification, depending on the importance of the work to the overall course grade and the judgment of the instructor and the Grievance and Appeals Committee.

#### **3.4 The procedure for dealing with suspected academic dishonesty in an examination is as follows:**

- 3.4.1 Document the reasons on an academic dishonesty incident report. This form, together with an academic dishonesty incident report will be included in the invigilation Exam Information folder. It is important that the student's name and ID number are recorded.
- 3.4.2 If the student is using "cheat notes" these must be confiscated and retained as evidence.
- 3.4.3 If the student is suspected of copying from another student, the student should be moved immediately to a different desk, even if it means swapping with another student.
- 3.4.4 Allow the student to complete the exam.
- 3.4.5 At the end of the exam, ask the student to remain behind. Follow the procedural steps outlined in the Academic Honesty Policy found at: <http://www.richmond.ac.uk/content/academic-affairs/academic-policies/academic-policies-non-compliance-and-exceptions.aspx>

- 3.4.6 If the student denies the accusation and refuses to sign the form, and the incident occurs in a final exam, then the student must be advised that the meeting with the Associate Dean may need to take place in the following semester, or remotely.
- 3.4.7 The examiner should mark the script as though no incident had occurred and, if the subsequent formal process finds the student responsible for academic dishonesty, submit a change of grade form.

## Completion of Study and Graduation

In order to graduate with a BA degree a student must earn a minimum of 120 US/480 UK credits, with 90 US/360 UK Credits at the FHEQ Levels 4-6. Usually this means taking five courses (15 US credits) per semester for four academic years. Regardless of the number of credits earned, students must satisfy all graduation requirements specified in this catalogue and summarised in the relevant Degree Planner for the year of entry (downloadable from the university web pages) for an individual major in the qualification sought.

Students must submit a completed copy of their Graduation Check List, endorsed by their academic advisor, to the Academic Registry the semester before degree requirements are completed. The Registry staff conduct a final audit at this time to ensure that graduation requirements have been fulfilled. Students may not graduate without having submitted a completed and signed GCL. A graduation timeline is posted on the Academic Registry page of the Portal each academic year, and an email is sent to all students informing them of their responsibilities in this regard.

To be eligible for graduation, students must also achieve a cumulative GPA and a major GPA of at least 2.0. (For information on GPA calculation, please see page 45 of this catalogue).

Students who have completed Richmond graduation requirements at any of the three points in the year at which diplomas are issued are reported to the UKBA as completing their studies; at present, their student visa will allow the right to remain in the UK for a further four months from the date of completion. Students completing requirements outside of the spring semester, who wish to return and participate in the graduation ceremony, are welcome to do so under a general visitor visa.

## Upper Division Courses Requirement

In addition to core curriculum and major requirements, students must complete at least:

30 US/120 UK credits at FHEQ level 5 (courses coded 5000-5999)

30 US/120 UK credits at FHEQ level 6 (courses coded 6000-6999)

Courses at Level 6 will all be in the area of the student's major, and must be completed at Richmond. There is no transfer credit permitted at Level 6.

## Students with 75 or more transfer credits

No more than 75 transfer credits may be applied towards a Richmond degree, since at least 45 upper division US credits (60 UK Level 5 and 120 UK Level 6 credits) must be taken at Richmond. Regardless of the amount of transfer credit awarded, students must complete all Richmond proficiency, Core Curriculum, and Major requirements that are not covered by equivalent transfer credits.

## Graduation Ceremony

The University holds one commencement ceremony each year at the end of the spring semester. Only those students who have completed their graduation requirements (as certified by the Academic Registrar) and who have met all financial obligations to the University (as certified by the Finance Office) are permitted to take part in the ceremony. Further details on graduation certification, forms, and deadlines are available from the Academic Registry and on the University website.

For the convenience of those students completing degree requirements in the Summer or the Fall terms, diplomas are not held back until the next graduation ceremony, but are issued at three points in the academic year. Students completing in the Summer term will receive diplomas dated in the relevant year. All students, no matter in which semester they complete their studies, are entitled to participate in the graduation ceremony held in May each year.

## Academic transcripts and the Diploma Supplement

A transcript is an official and complete record of all courses attempted at Richmond The American International University in London. Courses attempted will not be removed from the transcript under any circumstances. Official academic transcripts may be requested from the Academic Registry at <http://www.richmond.ac.uk/content/academic-schools/academic-registry/request-a-transcript.aspx>.

With their UK degree parchment, students gaining The Open University-validated award also receive the European Diploma Supplement, compliant with the Bologna Agreement 1992. The Diploma Supplement shows attendance dates at the university, the titles, marks gained and credits awarded for courses studied, and the programme and award granted. The DS acknowledges the need for recognition and evaluation of qualifications in the global employment market that Richmond's students will join. European HE institutions produce the Supplement according to a template jointly developed by the European Commission, the Council of Europe and UNESCO, and it contains an agreed description of the national higher education system within which the individual named on the original qualification graduated.

### Release of data to third parties

The University has a new Student Privacy Policy at <http://www.richmond.ac.uk/content/admissions/about-richmond/general-information/privacy-policy.aspx>. This concerns the information we collect about students (prospective, current and former), how we use it and who we share it with – please ensure you have read and understood this.

### Open University Validation

Full details of Richmond's accreditation can be found on page 8 of this catalogue. Most Richmond's undergraduate and some postgraduate degree programmes are validated by The Open University (OU). Validation of its degrees by The OU means that Richmond's BA and MA degrees are of comparable standard to the Bachelors degree with Honours (denoted BA (Hons) in the UK) and Masters degrees awarded to students directly registered with The Open University and other UK universities. The benefits of validation include enhanced recognition of Richmond degrees throughout the European Union and in other parts of the world where British influence is significant, and this association may also assist with specific financial benefits (grants and loans) for citizens/residents of European Union countries.

An integral part of validation by The OU is the appointment of external examiners for each degree programme. External examiners, who are normally experienced academics from other British universities, review the content and structure of the degree programmes at the 5000-, 6000- and 7000- levels. They also review samples of assessed academic work from a broad cross-section of students in the programme, comment on academic standards of the work and the programmes, make recommendations for enhancement or comment on good practice, and, in particular, can offer information about how Richmond's degrees compare with the same or similar awards at other universities in the UK.

Completion of Richmond degree requirements results in the award of a Richmond diploma signifying completion of the US-accredited degree programme and, normally, a degree parchment from The Open University signifying validation of the degree obtained.

Students on the RIASA programme do not receive an OU-validated degree. Their degrees are certified by the US accrediting body only. Other exceptions to this policy are outlined on pages 65 to 71 of this catalogue (referencing those students who permit their OU registration to lapse).

### Graduation Honors

Graduating students whose cumulative GPA is at least 3.4 may graduate with honors: *cum laude* if their major GPA is at least 3.5, *magna cum laude* if their major GPA is at least 3.6, or *summa cum laude* if their major GPA is at least 3.7. This recognition requires outstanding overall performance over the four-year degree programme while placing somewhat greater emphasis on performance in the major.

### UK Degree Classification

British Honours degrees are classified as first class (1st), upper second class (2.1), lower second class (2.2) and third class (3rd). Pass degrees are not classified as Honours degrees.

The results of students achieving Masters degrees equates to British masters degrees awarded with Distinction (A and A- grades) and Pass (B range grades).

Classification of the degrees awarded to Richmond graduates are determined by the Richmond faculty members on the University Examination Board with the ratification of the university's external examiners.

All undergraduate students must obtain an overall cumulative GPA of 2.0 (3.0 at Masters level) in order to be awarded a US Richmond degree and be considered for OU validation. Students whose overall cumulative GPA is 2.0, but whose OU GPA is between 2.0 and 1.85 will be awarded an Open University pass degree.

Exam Boards are not permitted to raise or lower the overall cumulative GPA of any candidate that is close to a boundary. Revision of grades is only permissible at the level of an individual course when based on clear evidence that the grade does not accurately reflect the candidate's performance.

The conversion table between the UK Honours degree classification and the US GPA calculation in use at Richmond is outlined below:

Grade	GPA	Class
A/A-	4.000-3.550	1st
B+/B	3.549-3.000	2.1
B/B-	2.999-2.550	2.2
C+/C	2.549-2.000	3rd
C-	1.999-1.850	Pass
D+ to F	1.849-0.0	Fail

### Academic Policies: Non-Compliance and Exceptions

These policies and procedures are correct at the time of going to press, but may be subject to change throughout the 2013-2014 academic year. Students will be informed of any changes and are encouraged to check the relevant sections of the university website and the student portal for updated guidance on the policies outlined in this section.

#### Academic Honesty

Academic honesty is fundamental to the integrity of the University community and Richmond is committed to making sure that assessment procedures are fair for all and are not compromised by the actions of academically dishonest students. Students who are academically dishonest will receive a failing grade on the work in question or a failing grade for the course as a whole, or an amendment to their degree classification, depending on the importance of the work to the overall course grade and the judgment of the instructor.

Appeals against allegations of academic dishonesty and against penalties applied may be made through the Grievance and Appeals process.

When academic dishonesty is the cause of a failing grade for a course, the student may not withdraw from the course, although the normal policy for repeating a course applies.

The University aims to educate its students about what constitutes academic dishonesty and to teach them to master the academic practices that will help them to avoid it. Students who are struggling to grasp the concepts can obtain support from the free Writing Workshops, and may be required to undertake a tutorial programme to ensure they understand what is required of them in an academic context.

The Academic Registrar formally advises any student where a case of academic dishonesty is upheld against them. Students who commit a second confirmed case of academic dishonesty will normally be dismissed from the University.

The University's instructors have their own strategies for monitoring the originality of work submitted for assessment (for example, design of assessments, consistency of writing style, awareness of key texts) and also routinely make use of electronic plagiarism detection software (Turnitin). Citation and referencing conventions for particular subject areas and courses are given in course materials and students are expected to make themselves familiar with the convention required for particular pieces of work, as these may not be the same for all courses.

Academic dishonesty is defined as:

*Any action by which a student seeks to claim credit for the intellectual or artistic work of another person or uses unauthorised materials or fabricated information in any academic situation*

Examples of actions that constitute academic dishonesty, such as plagiarism, collusion, cheating, fabrication, impersonation, include, but are not limited to, cases in which students:

- a) receive from or give help to another student in class tests and examinations;
- b) provide or make unauthorised material accessible to another student during an examination, even if this material is not used by that student;
- c) deliberately interfere with or damage the academic work of others;
- d) submit another person's work as their own, or give their own work to someone else for this purpose;
- e) submit work as if it is their own when it has been purchased from an essay mill or a ghost-scholar service or an e-tutor;
- f) submit work of their own that has been substantially edited and/or revised by another person, or provide an unauthorised editing service for others;
- g) submit work of their own that contains material from a source (books, articles, internet sites) without proper citation and bibliographic reference;
- h) re-submit substantially the same piece of work for more than one course;
- i) collude with one or more others to produce work that is submitted individually as one's own;
- j) fabricate the results of, e.g. research, interview data, experiments and/or
- k) help other students in committing any of the above acts.

The Senior Vice President of AIFS and the Study Abroad Advisor or the Academic Registrar of the home institution of a Study Abroad student will be notified in writing if the Study Abroad student has committed a proven act of academic dishonesty. This information may be passed to the necessary university officials (such as student advisors or disciplinary bodies) in accordance with the home institution's policies and procedures.

## **Procedural steps in dealing with a suspected case of academic dishonesty**

### **Step 1**

An instructor who suspects a student of academic dishonesty will give the student a written summary of the case, possibly using an Academic Honesty Incident Report. The instructor will have described the incident of academic dishonesty and indicate the disciplinary action to be taken if the academic dishonesty is confirmed. The summary report will be given to the student, accompanied by the academic honesty flowchart summarising the procedure. The instructor will discuss the incident with the student, allowing the student to respond to the charge. There are three possible outcomes:

- 1.1 The instructor may accept that no academic dishonesty has occurred. In this case no action is taken and the summary report is destroyed.
- 1.2 The student may admit to academic dishonesty. In this case, the instructor notes the disciplinary action to be taken, and both the instructor and the student sign the report, which is then sent to the Academic Registrar, with the instructor retaining a photocopy to be kept securely. The Academic Registrar will record the incident and take further action if this is a second incident of academic dishonesty involving the same student.
- 1.3 The discussion may leave the incident unresolved. In this case, the instructor signs and forwards the summary of the case and the discussion to the Associate Dean. The instructor retains a copy of the report. The student is invited to sign the report, but may choose not to.

### **Step 2**

The Associate Dean will arrange meetings with the instructor and the student, separately or together, at which time both will present their views of the reported incident. The instructor and the student will have five working days to respond to the meeting invitation, and five working days after that to present themselves to the Associate Dean. If an initial meeting does not take place within ten working days of the Associate Dean's original invitation, then the Associate Dean has the right to rule on the case based on the original evidence presented. The Associate Dean may call as many meetings as he or she feels is necessary to investigate the case thoroughly (the time limits given above apply only to the first meeting). There are three possible outcomes:

- 2.1 The Associate Dean may decide that no academic dishonesty has occurred. In this case, no further action is taken, and the summary report is destroyed.



- 2.2 The Associate Dean may decide that the student has been academically dishonest. In this case, the Associate Dean will send the report to the Academic Registrar, together with a written statement of the findings. The Academic Registrar will record the incident in the student's file, and take further action if this is a second incident of academic dishonesty involving the same student.
- 2.3 In case the Associate Dean is unable to make a decision, the report will be sent to the Grievance & Appeals Committee (GAC) for a decision.

### Step 3

The Grievance & Appeals Committee will review the incident report and make a decision. There are two possible outcomes:

- 3.1 The GAC may decide that no academic dishonesty has occurred. In this case, no further action is taken, and the report is destroyed.
- 3.2 The GAC may decide that the student has been academically dishonest. The GAC will then record the incident in the student's file, and take further action if this is a second incident of academic dishonesty involving the same student.

### Step 4

Following completion of Step 3.2, a student who is dissatisfied with the outcome of the process has the right to appeal to the Provost, on two grounds only:

- 4.1 Evidence of material administrative error in the implementation of the above steps in this procedure,  
or
- 4.2 A claim of new documentary evidence material to the case that was not available to the University at the time the decision in 3.2 was made. The appeal must explain why it could not have been made available at the time of the decision.

Appeals to the Provost must be made in writing within ten working days of the student receiving advice of the decision in Step 3.2. The results of the appeal will be reported in writing by the Provost to the student and the GAC. The Provost's decision is final. The Richmond appeal procedures have been completed at this point and the University will issue the student with a Completion of Procedures letter.

### Academic Probation and Dismissal

At the end of any semester, full-time degree-seeking students who have attained a cumulative grade point average (GPA) of less than 2.0 will be identified by the Academic Progress Committee and be advised that they have been placed on academic probation.

While on academic probation students are limited to studying a maximum of four courses per semester. This limit to the number of courses for which a student may register allows the student more time to concentrate on each course in the hope that academic performance and grades will improve. Students on probation will work closely with their academic advisor to choose the most appropriate four courses to study and also to retake courses they may have failed in the past in order to replace any grade of 'F' with a higher grade, in order to improve their GPA.

Students whose GPA is still below 2.0 at the end of the first semester on probation may continue on academic probation provided significant academic improvement has been made. Failure to raise the GPA to 2.0 by the end of a second semester on academic probation may result in dismissal from the University for failure to progress academically. Dismissal decisions are made annually, at the University Exam Board.

The Academic Progress Committee informs students on probation of the following:

- 1) that the student is in academic jeopardy and at risk of dismissal if their GPA is below 2.0 for two consecutive semesters;
- 2) that the student will be restricted to studying a maximum of four courses per semester until the end of the period of academic probation;
- 3) that the student will remain on academic probation until a GPA of 2.0 or higher is achieved, or a recommendation for dismissal is upheld;
- 4) that the student should consult regularly with their academic advisor or the Coordinator of Academic Advising to obtain advice on the best way to make academic progress;

Students admitted to the University on academic probation are treated according to the above policy as if their first semester of attendance is their first semester on academic probation.

The Academic Progress Committee may recommend dismissal of students in the English for Academic Purposes Programme who have not reached the level of proficiency in English needed to progress to the Academic Research and Writing Programme after two semesters in Stage Two of the Foundations Programme.

Full-time students who do not earn 18 credits over the two most recent consecutive semesters are placed on first semester Academic Progress Probation (APP). After two semesters or more on APP, students who have been unable to earn 18 credits over the two most recent consecutive semesters, risk dismissal from the university. Students in the UK on a Tier 4 visa risk withdrawal of their right to remain if they fail to make acceptable academic progress.

Students who are dismissed from the University have the right to appeal the decision to the Provost within ten working days of receiving the emailed decision letter.

The university is obliged to report any student who is dismissed from the university, and who is in the UK on a student visa, to the UK Border Agency. Reporting is done after the time period for the appeals process has expired, or after an unsuccessful appeal.

Students dismissed from the university on academic grounds are not normally permitted to reapply for admission.

## Petitions, Grievances and Appeals

Situations may arise where students are dissatisfied with an aspect of their academic experience at Richmond. The university welcomes feedback from students – if there is a genuine problem, Richmond officials need to be informed about it in order to respond.

There are several procedures in place for specific academic situations that have been outlined throughout the university's policies and procedures. To help students in selecting the appropriate route to address an issue, these are reproduced below. If in doubt about the correct avenue to follow, students should consult with their academic adviser, the appropriate Associate Dean of their School, the Vice President for Student Affairs or the Academic Registrar.

### Academic Progress Committee (APC)

The Academic Progress Committee considers and acts upon student petitions for exceptions to academic policy, and monitors the academic standing of students. Blank petition forms are posted on the university website. Petitions must be submitted in good time for consideration by the APC and decisions will be communicated to petitioning students via email. Students may appeal decisions of the APC to GAC.

### Grievance and Appeals Committee (GAC)

The Grievance and Appeals Committee resolves the academic grievances and appeals of registered undergraduate and postgraduate students of Richmond. An academic grievance is a formal or informal request for the re-evaluation of academic work in a course. This may include, but is not limited to, a grade, attendance, or compliance with course guidelines. An academic appeal is the challenge to the outcome of a grievance finding.

Only the student about whom a decision has been made can lodge a grievance or an appeal against that decision. Grievances or appeals made by third parties are not accepted.

### Office of the Provost

Appeals against decisions of GAC may be made in writing to the Provost and can be based on two grounds only:

1) Evidence of material administrative error in the implementation of the above steps in this procedure,

or

2) A claim of new documentary evidence material to the case that was not available to the University at the time the decision of the GAC was made. The appeal must explain why it could not have been made available at the time of the decision.

The results of the appeal will be reported in writing by the Provost to the student and the GAC. The Provost's decision is final.

### Further appeals

On completion of the appeals procedures of the University, students who remain dissatisfied may appeal to or register a complaint with The Open University and, finally, with The Office of the Independent Adjudicator for Higher Education (OIA).

## The Academic Grievances and Appeals Policy and Procedures

### 1. Introduction and Principles

1.1 The policy and procedures outlined in this document are only for the resolution of academic grievances and appeals of registered undergraduate and postgraduate students of Richmond, the American International University in London. In line with the QAA Code of Practice, at Richmond "An academic appeal is defined as a request for the review of a decision of an academic body charged with decisions on student progression, assessment and awards".

- 1.2 Non-academic grievances and appeals (e.g., related to housing, financial services, disability services, and so forth) should be referred to the Vice President for Student Affairs colesta@richmond.ac.uk.
  - 1.3 At Richmond University, an academic grievance is a formal or informal request for the re-evaluation of academic work in a course. This may include, but is not limited to, a grade, attendance, or compliance with course guidelines. An academic appeal is the challenge to the outcome of a grievance finding.
  - 1.4 All undergraduate and postgraduate students enrolled in courses offered by Richmond University may request reconsideration of any academic matter in which they believe they have been treated unfairly, and may appeal any grievance finding.
  - 1.5 Only the student about whom a decision has been made can lodge a grievance or an appeal against that decision. Grievances or appeals by third parties are not accepted;
  - 1.6 Decisions which may be appealed:
    - a) termination of study for failing to comply with attendance or submission requirements;
    - b) exclusion from an examination, assessment, resubmission opportunity, placement, internship;
    - c) the result of a decision that prevents transfer, progression or suspension of studies;
    - d) termination of study for academic or professional misconduct;
    - e) termination of study for failing to satisfy an examiner or Board of Examiners, including where a request for mitigation has been rejected.
  - 1.7 Grounds for appeal:
    - a) mitigating circumstances exist, that for good reason could not have been presented at the appropriate time, and that, if they had been known, it is reasonably likely would have changed the decision that was made. Mitigating circumstances claims must be supported by medical or other documentary evidence acceptable to the Grievance and Appeals Committee (GAC);
    - b) a procedural irregularity occurred in the conduct of the assessment process (including an administrative error), or an assessment was not conducted in accordance with the current regulations for the programme or special arrangements formally agreed;
      - c) there are reasonable grounds to believe that a decision was manifestly unreasonable or influenced by prejudice or bias on the part of the decision-maker(s)
  - 1.8 Students may not use the grievance and appeal procedures to bring frivolous or vexatious matters to the University's attention;
  - 1.9 In a review of any academic case, policies stated on a course syllabus and in course specification documents will be understood to have been viewed and accepted by the student concerned;
  - 1.10 The University pledges that students studying at all levels have the opportunity to raise matters of concern without the risk of disadvantage. A student may withdraw his or her grievance or appeal at any time, thereby halting the process. Once a grievance or appeal has been halted it cannot be reinstated on the same grounds.
  - 1.11 Guidance and support for students making a grievance or appeal is available from the Office of Student Affairs and the Academic Registry.
2. **Time Frames for Filing a Grievance or Appeal**
    - 2.1 All grievances and appeals must normally be settled within the semester of filing the Stage 1 grievance with the School or Programme Leader.
    - 2.2 Students wishing to file a Stage I grievance relating to a Fall semester course must normally do so by February 15 of the calendar year following the end of the given Fall semester.
    - 2.3 Students wishing to file a Stage I grievance relating to a Spring semester course or a Summer session course must normally do so by October 1 of the same calendar year in which the courses were taken.
    - 2.4 Students are reminded that all Open University grades are provisional until they are confirmed by the relevant examination board.
    - 2.5 Students cannot appeal grades after they have graduated.
  3. **About the Academic Grievance and Appeals Procedures**
    - 3.1 When a student indicates a grievance may be made, a link to the electronic copy of the Academic Grievance and Appeals policy and procedures will be provided to the student by the Associate Dean of the relevant School or Subject Leader. Hard copies are also available from the Academic Registry and the Richmond University website.

3.2 The informal and formal academic grievance and appeals procedures operate on the basis of the balance of probabilities, sometimes referred to as the preponderance of evidence. It is important for students, staff and faculty to remember that grievances and appeals are not considered as if they were ‘criminal’ cases to be proved ‘beyond a reasonable doubt’, but rather that a preponderance of the evidence simply means that one side has more evidence in its favour than the other, even by the smallest degree, so that there is a higher probability of the truth of a disputed fact.

3.3 Further guidance and support on using the Academic Grievance and Appeals policy and procedures can be obtained from Student Affairs, the Academic Registrar or the relevant School’s Associate Dean.

3.4 All documents and evidence submitted by a student in support of an appeal or grievance will be treated with respect for the privacy of the student, and will be confidential to those members of staff concerned with the matters raised in the grievance or appeal within Richmond University.

#### **4. Negotiating an Informal Resolution**

4.1 The University aims to bring about an informal resolution of any grievance wherever possible and/or reasonable, and this procedure does not affect a student’s right to insist on following the procedures laid out in this policy in full;

4.2 A student who wishes to raise a grievance should contact the instructor of the course, and ask for specific clarification on the issue concerned. If that instructor is no longer in the employ of Richmond University or is unavailable for other reasons, the student will meet with the relevant Subject Leader/Masters Convener, or an alternative designated by the relevant Associate Dean.

4.3 If the parties are able to reach an informal agreement about the dispute, they will write and sign a document showing the steps each party will take to resolve it.

4.4 Copies of the signed agreement produced after an informal resolution agreed at step 4.3 will be distributed to the student and the instructor. A copy will also be sent to the Academic Registry so that the University can maintain an overview of cases.

4.5 The University expects that normally informal grievances will be resolved within seven (7) calendar days. If no resolution can be found, the student may file a formal grievance in accordance with Stage 1 of the Academic Grievance and Appeals procedure, as described below.

#### **5. Formal Procedure Stage I: The Grievance**

5.1 The student presents a written statement outlining the grounds for the grievance to the Associate Dean of the relevant department, or their designee, for consideration;

5.2 The student’s statement will be provided to the faculty member concerned;

5.3 The Associate Dean, or their designee, will review the information submitted and, where the case is straightforward, may make a decision that will resolve the case at this point;

5.4 If the Associate Dean or designee believes a meeting of all parties will be effective, arrangements will be made to meet with the student and the faculty member within seven (7) calendar days of the receipt of the completed grievance form from the student.

5.5 A student may be accompanied to the meeting by a supporter, who must be a member of Richmond University staff or faculty, or a registered student of the University. The supporter may prompt or provide advice directly to the student, but may not address the group members unless invited to do so by the Associate Dean;

5.6 The Associate Dean, or a designee, will prepare a written record of the meeting and will provide all parties with copies;

5.7 The Associate Dean will make a determination as to the merits of the grievance and attempt a resolution. This will be provided to all parties, in writing;

5.8 All documents and related correspondence are regarded as confidential and will only reside in the Academic Registry file if the grievance does not proceed to Stage II.

#### **6. Formal Procedure Stage II: The Appeal**

6.1 If the grievance is not resolved to the student’s satisfaction, the student will indicate this in writing on the Academic Appeal form to the Chair of the Grievance and Appeals Committee (GAC) within seven (7) calendar days from the date of the Stage I meeting outcome (see 5.7). This begins Stage II. At this point, the student and the instructor of the course may provide additional supporting materials, and the Committee may request that additional materials are provided;

6.2 The Grievance and Appeals Committee (GAC) is a sub-committee of the University Learning and Teaching Policy Committee. Its membership comprises a senior member of academic staff (Chair), the Academic Registrar, student representatives and four members of faculty;

- 6.3 The GAC will decide whether a case should be heard by the full Committee, i.e. that a prima facie case exists. Wherever possible, an appeal will be resolved before a hearing if all parties can reach agreement on a solution;
- 6.4 An appeal may be dismissed if there is no substantive case for the Committee to hear or if there is no valid remedy open to the Committee. The outcomes of all appeals will be recorded in the reserved minutes of the GAC;
- 6.5 The Stage II process must be completed within twenty-one (21) calendar days of the date of filing the Stage II appeal (see also 6.9 below);
- 6.6 At a formally instituted hearing, the student and faculty member may offer explanations of the situation to the Grievance and Appeals Committee, and the Committee members may ask questions of each. Explanations and other material may be submitted electronically. The Committee may also call upon other faculty members, staff or students to ask questions of them that will clarify any additional aspects of the case indicated;
- 6.7 A student may be accompanied to the meeting by a supporter, who must be a member of Richmond University (staff, faculty or registered student). The supporter may prompt or provide advice directly to the student, but may not address the hearing committee unless invited to do so by the Chair;
- 6.8 The Chair of the GAC will prepare a written report on the GAC's decision made at the hearing;
- 6.9 A copy of the GAC's written report will be provided to the student, faculty member, Associate Dean and the Academic Registrar, within seven (7) calendar days of the GAC hearing (see overall timeframe in 6.5 above).
- 7. Formal Procedure Stage III: Further Appeal to the Office of the Provost**
- 7.1 If a student chooses to appeal the decision of the GAC s/he may appeal to the Office of the Provost (a 'Further Appeal'). Only after all methods for settlement at the level of the GAC have been exhausted can the student appeal a decision to the Office of the Provost;
- 7.2 The Office of the Provost will receive information from parties involved in a grievance and conduct any further investigations or convene hearings deemed necessary;
- 7.3 Further Appeal procedures are as follows:
- The student must file an appeal letter to the Office of the Provost requesting a review of the initial grievance and the appeal. This letter must be received within seven (7) calendar days of the date of the letter informing the student of the Stage II decision. A copy of the student's original grievance statement, the completed Academic Appeal form and the evidence supplied to date must accompany this letter.
  - The Chair of GAC will forward copies of all previous proceedings to the Office of the Provost for review and provide a written report on the original GAC decision to the Office of the Provost.
  - The GAC report will be sent to the student, the faculty member, the Associate Dean, the Dean, and the Academic Registrar.
  - The Office of the Provost will make a final determination within seven (7) calendar days and the student will be informed of the outcome, in writing, in a formal Completion of Procedures letter from the University.
- 7.4 At this point the University's institutional procedures for grievance and appeal have been completed. The student will receive a clear written statement, confirming that all internal procedures have reached completion and the outcome that has been reached (a Completion of Procedures letter) and be further informed of the role of The Open University and the Office of the Independent Adjudicator.
- 8. Appeals and Complaints submitted to The Open University and The Office of the Independent Adjudicator for Higher Education**
- 8.1 Students undertaking Open University validated awards have an opportunity to submit appeals and complaints to The Open University if they are dissatisfied with the conclusion reached through Richmond University's procedures.
- 8.2 Students must first have exhausted all appropriate internal procedures at Richmond, INCLUDING the formal complaints procedure, before approaching The Open University.
- 8.3 If upon the conclusion of The Open University complaint or appeal, the student is dissatisfied with The Open University's decision, they may take their appeal or complaint to the Office of the Independent Adjudicator for Higher Education.
- 8.4 All of these policies and procedures are outlined in Appendix 3 of the The Open University's Handbook for Validated Awards, which is also available in the Richmond library.

## Graduate Academic Policies and Procedures

These policies and procedures apply to students on the University's Masters programmes: (see pages 70–71).

### Application and Admission

Admission to the MA in Art History and Visual Culture normally requires a bachelor degree with a major in the discipline of focus or a related area. Admission to the MA in International Relations normally requires a bachelor degree with a major in International Relations or a related area in social science. Admission to the Masters of Business Administration normally requires a first degree with a major in the discipline of focus or a related area. Applicants to the MA's or the MBA with other undergraduate majors are evaluated individually and may be required to take one or more senior level undergraduate courses as prerequisites.

Please see the Admissions section of this catalogue for further details.

### Degree Requirements

Students on the MA in Art History and Visual Culture must complete an approved programme of 36 US/180 UK credits, including a 4 US/20 UK-credit internship and a 8 US/40 UK-credit thesis (10,000 to 12,000 words). See "US Credits and UK CATS Credits" on page 55 of this catalogue for information on Master's level credit conversion.

Students on the MA in International Relations must complete an approved programme of 36 US/180 UK credits, including an 8US/40 UK-credit thesis (10,000 to 12,000 words). Students on the MA in International Relations may complete an extended thesis (15,000 to 20,000 words) if they do not elect to take the optional internship of 4 US/20 UK credits.

Students on the MBA must complete an approved programme of 36 US/180 UK credits, and may elect to undertake a Summer internship with an 8 US/40 UK-credit dissertation (10,000-12,000 words), or choose to prepare a more extensive dissertation (15,000 words) in the Summer semester.

Details of all Richmond University's degree programmes, including approved Programme Specifications for each programme, Course Specification Descriptions (CSDs) and detailed degree planners are held in an official archive by academic year, available at <http://www.richmond.ac.uk/content/academic-schools/academic-registry/program-and-course-specifications.aspx>.

All students on Masters programmes are required to be in London from early May to Mid-June for thesis/dissertation supervision and seminars, unless their internship takes them outside London.

The thesis/dissertation for all Richmond's Masters programmes must be submitted no later than the first day of the following Fall semester and the student must be registered with the University at this time if the work is to be accepted for marking.

### Academic Standing

A graduate student is in good academic standing if maintaining a cumulative Grade Point Average (GPA) of 3.0 (B).

Graduate students with a cumulative (GPA) of less than 3.0 (B) risk dismissal from the university (see below under "Grade Point Average" and "Academic Probation").

### Grades

A	4.0	Excellent
A-	3.7	Very good
B+	3.3	Good
B	3.0	Satisfactory
B-	2.7	Poor
F	0.0	Fail

### Grade Point Average

A grade point average (GPA) is calculated each semester and summer session and is recorded on the student's transcript. A cumulative GPA, including all graduate courses taken at Richmond, is also calculated. The numerical equivalent for the grade see above) of each course is multiplied by the number of credits for that course to give the number of quality points for the course.

The GPA is then the sum of quality points for all courses divided by the total number of credits of all courses attempted.

- Students achieving a minimum cumulative GPA of 3.7 and above will be awarded the degree with Distinction.
- Students achieving a minimum cumulative GPA of 3.30 to 3.699 will be awarded the degree with Merit.
- Students achieving a minimum cumulative GPA of 3.0 to 3.299 will be awarded a Pass.
- Students achieving a cumulative GPA of less than 3.0 will fail the degree.

Students who choose not to submit the thesis/dissertation, or who do not obtain a minimum grade of B (3.0) on the thesis/dissertation, may transfer programmes and apply to receive a (US) Postgraduate Certificate, and, for students on the MA in Art History and Visual Culture and the MA in International Relations, a (UK) Postgraduate Diploma, as an exit award in recognition of their achievement in this area. A minimum cumulative GPA of 3.0 on all coursework is required for the award of the Postgraduate Certificate and the Postgraduate Diploma.

### **Academic Honesty**

Academic honesty is fundamental to the integrity of the University community and Richmond is committed to making sure that assessment procedures are fair for all and are not compromised by the actions of academically dishonest students.

Academic dishonesty is defined as:

“Any action by which a student seeks to claim credit for the intellectual or artistic work of another person or uses unauthorised materials or fabricated information in any academic situation”

Examples of actions that constitute academic dishonesty, such as plagiarism, collusion, cheating, fabrication, impersonation, include, but are not limited to, cases in which students:

- a) receive from or give help to another student in class tests and examinations;
- b) provide or make unauthorised material accessible to another student during an examination, even if this material is not used by that student;
- c) deliberately interfere with or damage the academic work of others;
- d) submit another person’s work as their own, or give their own work to someone else for this purpose;
- e) submit work as if it is their own when it has been purchased from an essay mill or a ghost-scholar service or an e-tutor;
- f) submit work of their own that has been substantially edited and/or revised by another person, or provide an unauthorised editing service for others;
- g) submit work of their own that contains material from a source (books, articles, internet sites) without proper citation and bibliographic reference;
- h) re-submit substantially the same piece of work for more than one course;
- i) collude with one or more others to produce work that is submitted individually as one’s own;
- j) fabricate the results of, e.g. research, interview data, experiments and/or
- k) help other students in committing any of the above acts.

The University’s instructors have their own strategies for monitoring the originality of work submitted for assessment (for example, design of assessments, consistency of writing style, awareness of key texts) and also routinely make use of electronic plagiarism detection software (Turnitin). Citation and referencing conventions for particular subject areas and courses are given in course materials and students are expected to make themselves familiar with the convention required.

Students who are academically dishonest will receive a failing grade on the work in question or a failing grade for the course as a whole, depending on the importance of the work to the overall course grade and the judgment of the instructor. Appeals against allegations of academic dishonesty and against penalties applied may be made through the Grievance and Appeals process.

Please see the general university regulations on Academic Honesty found on page 45 of this catalogue, and at <http://www.richmond.ac.uk/content/academic-affairs/academic-policies/academic-policies-non-compliance-and-exceptions.aspx>

### **Academic Probation**

Several university processes ensure that graduate students are aware of the level of their academic progress throughout their study. Graduate students performing below B in any course will be alerted to this at mid-semester. Graduate students with an overall GPA of less than 3.0 (B) at mid-semester will be placed on academic probation.

The Postgraduate Associate Dean of the School and the Convenor of the Masters programme, in consultation with the Academic Progress Committee, will evaluate the academic record of any graduate student on probation who has been unable to raise his or her cumulative GPA to 3.0 (B) by the end of the semester. Graduate students in this situation risk dismissal from the University.

Students on academic probation who are permitted to continue remain on academic probation until the following semester when the record will be re-evaluated. Two consecutive semesters on academic probation will normally result in dismissal from the university.

## Courses

Courses offered at graduate level are at Level 7 on the FHEQ and are designated by course numbers 7000-7999. Undergraduates are not permitted to enrol in graduate level courses.

Graduate course offerings are strictly scheduled across the academic year, and students must normally enrol for a full academic year beginning in the Fall semester (Fall/Spring/Summer). Certain courses are only offered in a specified semester, and some options are subject to student demand. Please see the student handbooks for more details.

## Resubmission of failed coursework

Within the Masters programmes, a B- (2.7) grade is regarded as a 'redeemable fail'. Graduate students receiving this grade for a component of a course may request to re-submit an element of coursework receiving a B- grade. Marks for the re-submitted material are capped at B. Permission to resubmit must be sought from the course instructor in the first instance, in advance of re-submission. Such permission must be obtained within seven (7) working days of receiving the B- grade. If the resubmission is not approved by the course instructor, the student may appeal to the Postgraduate Associate Dean (who may consult with the Academic Progress Committee) and subsequently to the Grievance and Appeals Committee.

## Repeat of a Course

Any repeats of courses in the taught elements of Masters programmes are subject to availability (course scheduling and course cycling).

Any graduate student who receives a grade of F (0.0) on a course may repeat it in any subsequent semester (subject to availability and within the "time for completion" restrictions outlined below).

Any graduate student who receives a grade lower than B (3.0) on a course may petition the Postgraduate Associate Dean of the relevant School for permission to retake the course. The Associate Dean may consult with the Academic Progress Committee in coming to a decision. All petitions are considered on a case-by-case basis, and in the larger context of the student's overall academic record.

## Incomplete Courses and Re-sits

Where graduate students believe that they have a legitimate reason for missing a final examination or failing to complete coursework, they may appeal to the relevant School's Postgraduate Associate Dean for a re-sit examination or an extension to coursework deadlines.

The Associate Dean may consult with the Academic Progress Committee in coming to a decision. If the appeal is approved an interim grade of I (incomplete) is assigned. Incomplete grades have no quality points and are not factored into a graduate student's semester or overall GPA.

Re-sit examinations are completed in the official re-sit period, which is the fourth weekend of the semester following the original exam date. Re-sits are not normally permitted at any other time.

Graduate students given an extension to their coursework submission deadlines are normally required to submit the coursework in the same timeframes as students permitted a resit opportunity (i.e. week 4 of the following Fall or Spring semester).

The final grade for the course is revised by the instructor on completion of the course requirements. Failure to meet the deadlines will result in the 'I' grade reverting to the original grade submitted by the instructor, or to an F grade if no work was submitted.

## Leave of Absence

Graduate students wishing to withdraw from the University may apply to the Postgraduate Associate Dean of the School for a leave of absence for one semester (which may be extended up to a maximum of two semesters). The Associate Dean will consult with the Academic Registrar in all leave of absence requests. Normally, students applying for a leave of absence must be in good academic, social, and financial standing. Approved leaves of absence provide students with the right to return to the University under the same graduation requirements that were in place when they began their leave, and to register for a future semester or summer session without applying for readmission. Graduate students must be particularly aware of the practical restrictions placed upon their return to studies posed by cycling and scheduling of courses in a Masters programme.

Leave of absence must be applied for and approved in advance of the semester in which it is to be taken. Students registered for and attending classes will not be permitted to apply for a leave of absence retrospectively. They must withdraw from any courses in which they are enrolled in the usual manner.

Any graduate student granted a leave of absence for medical reasons may be required to provide confirmation from their health-care provider that they are medically fit to resume their studies. Students failing to return from a leave of absence within one calendar year must apply for readmission. If readmitted, they will be governed by the graduation requirements in effect at the time of their readmission.



*Note: The University is obliged to report to the UK Border Agency any student who is in the UK on a Tier 4 visa but who is not attending classes. This also applies to students who are taking a Leave of Absence. The University's granting of a LoA should not be interpreted as granting permission for a student on a Tier 4 visa to remain in the country.*

### **Open University Validation and MBA Accreditation**

Richmond's Masters of Arts in Art History and Visual Culture and in International Relations are validated in the UK by The Open University. Validation by The OU means that Richmond's MA degrees are of comparable standard to the Masters degrees delivered by The Open University and other UK universities.

External examiners, who are normally experienced academics from other British universities (but not from The Open University), review the content and structure of the degree programme at the 7000-level. They also review samples of assessed academic work from a broad cross-section of students in the programme, comment on academic standards of the work and the programme, make recommendations for enhancement or comment on good practice, and, in particular, can offer information about how Richmond's Master of Arts degrees compare with the same or similar awards at other universities in the UK.

For full details of OU validation, please see page 44 of this catalogue, and consult the relevant MA student handbook.

The Masters of Business Administration programme is accredited by the Middle States Commission on Higher Education (MSCHE) <http://www.msche.org/>. It is not OU-validated.

Completion of Richmond degree requirements results in the award of a Richmond diploma, signifying completion of the US-accredited degree programme, and Master of Arts students subsequently receive a degree parchment from The Open University signifying that the degree obtained is validated by The OU.

The results of students achieving Masters of Arts degrees from Richmond equates to British Masters degrees awarded with Distinction (A and A- grades), Merit (B+) and Pass (B). The degrees awarded to Richmond graduates are determined by the Richmond faculty members on the University Examination Board with the ratification of the university's external examiners.

## **Graduation Requirements**

Full graduation requirements for Masters degrees are found on pages 70-71 of this catalogue. All Masters students must complete an approved programme of 36 US credits.

### **US Credits and UK CATS Credits**

Richmond is an American university and all credits are normally expressed throughout this catalogue in US terms. The table below explains US credits at Masters level in UK terms. For more details, see the relevant student handbook.

1 US masters credit =
5 UK CATS credits at FHEQ Level 7
4 US masters course credits =
20 UK CATS credits at FHEQ Level 7
8 US masters course credits =
40 UK CATS credits at FHEQ Level 7
36 US credits for the US masters degree =
180 UK CATS credits at FHEQ Level 7 for The Open University-validated UK masters degree

### **Time to Completion**

Graduate students are normally expected to complete all requirements in one academic year (Fall, Spring and Summer semesters). Students must complete all requirements for the award of the degree within three years of the date of their first registration.

### **Courses at Other Institutions**

Graduate students are not normally permitted to transfer in credit from courses taken at other institutions.

### **Coursework Regulations**

1. In order to be awarded the Masters degree students must successfully complete all coursework, maintain good academic standing (a cumulative GPA of 3.0 [B]), and obtain a minimum grade of B (3.0) for the thesis/dissertation and on the internship.
2. A student must normally maintain good academic standing in order to progress to the next semester (see above under "Academic Probation").
3. Students failing to achieve a minimum GPA of 3.0/B average in either semester will be placed on official academic probation, and informed of their status and of their right to appeal, to the Postgraduate Associate Dean in the first instance, for permission to resubmit coursework (within university-determined deadlines). In borderline cases the Associate Dean may consult with the Academic Progress Committee, and the final decision will be made at the University Assessment Board.

### **Thesis/Dissertation and Internship Regulations**

1. Students who do not submit the thesis/dissertation will receive an F grade for the thesis/dissertation component.
2. Students with exceptional circumstances supported by official documentation (eg medical certification), may petition the Postgraduate Associate Dean, who may consult with the Academic Progress Committee, for an extension to the deadline for submission of their thesis/dissertation.
3. In cases where an extension to the submission deadline is approved, the due date will be decided upon on a case-by-case basis by the Postgraduate Associate Dean in consultation with the Academic Progress Committee.
4. Students must pass the internship and the thesis/dissertation with a minimum grade of 3.0 in each element to qualify for the Masters.
5. In cases where the grade obtained on the thesis/dissertation is below B (3.0), the student may petition the Postgraduate Associate Dean for permission to resubmit. The Associate Dean may consult with the Academic Progress Committee in coming to a decision. Where permission is granted the new deadline will be decided on a case-by-case basis, but will not exceed two semesters from the original deadline.
6. In cases of thesis/dissertation resubmission, the thesis/dissertation will be considered at the Assessment Board of the following academic year. The award parchment, if granted, will therefore be dated one academic year later than if the thesis/dissertation had been submitted on time.

### **Postgraduate Students with Special Educational Needs**

The University is legally obliged to provide reasonable adjustments for students with diagnosed and documented learning disabilities. The offices of Student Affairs and the Academic Registry work together to make sure that all students receive appropriate support and consideration. In order to do this, all students are asked to let the Dean of Students know about their needs at an early stage of their registration, and to provide all the necessary official documentation to allow the university to put appropriate strategies in place as soon as possible.

Students who want to let the University know that they have a diagnosed, documented learning disability and will require special consideration should complete the form on the Student Affairs web pages. They must attach supporting documentation in the form of an educational psychologist's assessment (or indicate that this assessment is to follow). This should be dated within the last two years, and include the full name and address of the assessor. Further guidance is available at <http://www.richmond.ac.uk/content/student-affairs/students-with-disabilities.aspx>.

Students with learning disabilities may be entitled to special arrangements for course tests and examinations, and in the classroom. In order to make the best arrangements for a student's individual needs it is important to let the University know as soon as possible in order to be able to benefit from special arrangements.

All information relating to a disability is held in confidence in the University's student records system, which has appropriate secure access protocols in place. If an award of extra time in assessment is decided, or if other practical arrangements need to be made, faculty members are informed about these so they can help students manage their study. Questions about the procedures should be directed to the Office of Student Affairs or Academic Registry.

### **Student Appeals and Complaints**

Situations may arise where students are dissatisfied with an aspect of their academic experience at Richmond. The university welcomes feedback from students – if there is a genuine problem, Richmond officials need to be informed about it in order to be able to respond. If in doubt about the correct avenue to follow, students should consult with their Postgraduate Associate Dean. The university policies on grievances, appeals and complaints are outlined elsewhere in this catalogue and at: <http://www.richmond.ac.uk/content/academic-affairs/academic-policies/academic-policies-appeals-and-complaints.aspx>

## RICHMOND'S GLOBAL ALUMNI NETWORK



Graduation from Richmond does not mark the end of our students' relationship with the University. Being a Richmond graduate is something special that connects current and former students throughout their lives.

7,000-strong, Richmond's alumni network spans the globe and is an invaluable resource of contacts, talent and expertise. Richmond graduates automatically join this powerful network of support and advocacy – a life-long resource that alumni can use to build their careers and social contacts.

The term 'alumni' comes from the Latin word *alere* – meaning *to nourish*. The link with Richmond, the friends our students make here, and the faculty and staff they meet will remain a nourishing presence long after they leave campus. Our programme of alumni services helps former students maintain these relationships and make new contacts to benefit their careers and social lives.

Richmond alumni are innovators, leaders, entrepreneurs and influencers. The University is proud of its alumni, their achievements, and the difference they make to society in 140 countries around the world.

Alumni are also one of the University's greatest and most loyal groups of supporters. For decades, alumni have kept in touch with Richmond and have volunteered their time and expertise to support current students. They are among our most generous and enthusiastic donors helping to maintain the qualities that make Richmond so special.

### Facts & figures

- 7,000 former students
- in 140 countries
- over 60% of alumni are under 40
- Richmond's alumni network is a powerful resource for alumni and students to develop their careers and social networks.

### Alumni benefits

- Lifelong link with Richmond
- Professional & social networking
- Richmond online communities
- Regional alumni chapters and leadership committees
- News and events
- Supporting Richmond, changing the world

### Stay connected and up-to-date

[www.richmond.ac.uk/alumni](http://www.richmond.ac.uk/alumni)



# ACADEMIC PROGRAMMES

## Undergraduate Programmes

A revision of Richmond's course coding has resulted in some courses continuing to be offered under the former 3-digit course codes, although from Spring 2013 the majority of courses carry 4-digit course codes (see "Course Coding" at <http://www.richmond.ac.uk/content/academic-affairs/course-codes-credit-mapping.aspx>).

## The Liberal Arts Core Curriculum

The Liberal Arts Core Curriculum (see <http://www.richmond.ac.uk/content/academic-schools/richmond-core-curriculum.aspx>) must be completed by all students and combines study in several major branches of knowledge with intercultural courses across the curriculum. The programme builds on a first-year integrated course - the First Year Seminar - and progresses to a selection of intercultural courses in the upper division. The total number of courses required is ten, arranged in three levels. The same course may be used to meet a Core requirement and a Major requirement, except in the case of the Level Three requirement, as outlined below. As is usual, the writing proficiency component is an important part of the Liberal Arts Core Curriculum courses. Through successful completion of the core curriculum, students will gain breadth of knowledge as they progress toward a degree. Students are normally required to meet the degree requirements that are in effect at the time they enter the University.

### Level One (six courses)

- A. Common Course  
All students take the first year integrated course, The First Year Seminar (FYS 3100-3190).
- B. Ways of Knowing/Kinds of Knowledge  
One course, usually but not necessarily at 3000-level, selected from each of five branches of knowledge:
- Numerical*: a mathematics course above MTH 3000
  - Science*: a science course
  - Behavioural*: a course in the social sciences or ECN 3100
  - Expressive*: a practical course in studio art, theatre, or creative writing
  - Temporal and Spatial*: a course in the humanities or social sciences with both an historical perspective and a broad geographic perspective

### Level Two (three courses)

Students select one 4000-level course from each of three of the following academic areas: Art, Design and Media; Business and Economics; Communications; Humanities; Modern Languages; Social Sciences; Theatre.

Level five courses may occasionally be substituted for Level four courses in the same academic area, provided that the minimum requirements of completing 30 US/120 UK credits at each level are fulfilled.

### Level Three (one course)

Students select one course in the upper division from an approved list of intercultural courses, not in the area of their major, nor used to also satisfy a major requirement. It is very important to emphasise that the Level Three course must be selected from this list and is not just any upper-division course outside the area of the major. This list of courses allowed in the Liberal Arts Core Curriculum follows the Core Planning Form (page 59). The chosen Level Three course may NOT also be used to satisfy a major requirement.

Academic Literacy and Numeracy Requirements:  
– ARW 3195 Principles of Academic Writing  
– ARW 4195 Principles of Academic Research  
(includes an information literacy component)

### Information Literacy

ARW 4195 includes an information literacy component that introduces students to concepts and skills that enable them to become confident and competent in their retrieval and application of information in a technological and global society. Students are introduced to the variety of resources available for research, primarily those provided by the University library, enabling optimum use of the resources by constructing effective search strategies using a variety of techniques. Students are encouraged to think critically about the nature of the information they are receiving, to evaluate its relevance and usefulness, and to appreciate their role in the information community by introducing them to various styles of citation.

### Mathematics

Students entering Richmond are required to take a mathematics assessment (unless exempted by prior qualification). If the results indicate that a student is not yet academically prepared to take higher mathematics courses, he or she must first take MTH 3000 Fundamentals of Mathematics.

A useful chart to help students in planning their Core Curriculum studies is available [www.richmond.ac.uk/CorePlanningForm](http://www.richmond.ac.uk/CorePlanningForm)

**Note that only the Academic Registrar may approve course substitutions in the Core.**

## A Guide to Choosing Liberal Arts Core Curriculum Courses

### LEVEL ONE

For inclusion at Level I, courses must be coded 3000-3999

#### Numerical

Any MTH course above MTH 3000 Fundamentals of Mathematics

#### Science

BIO 3100	Biology
BIO 3105	Human Biology
BIO 3130	Ecology: Principles and Applications
BIO 3140*	Turning Points in the History of the Life Sciences
ENV 3110	Foundations of Geology
ENV 3120*	Energy: A Global Perspective
ENV 3125	Foundations in Environmental Studies
ENV 3130	Natural Hazards and Environmental Change
ENV 3135	Endangered Species, Ecology and Conservation

#### Behavioural

COM 3100	Foundations in Mass Media and Communications
ECN 3100	Foundations of Economics
PLT 3100	Foundations of Politics
PLT 3105	Comparative Political Systems
PSY 3100	Foundations of Psychology
PSY 3105	Foundations of Social Psychology
SCL 3100	Foundations of Sociology

#### Expressive

ADM 3160	Foundations in Photography
ADM 3170	Foundations in Spatial Design
ADM 3165	Foundations in Printmaking
ADM 3100	Making Your Mark
ADM 3105	Cycling the Square
ADM 3150	Foundations in Ceramics
ADM 3155	Foundations in Painting
ENG 3195	Writing from the Creative Impulse
THR 3100	Foundations of the Performing Arts

#### Temporal and Spatial

ARH 3100	Foundations of Art across Cultures
BIO 3140*	Turning Points in the History of the Life Sciences
DEV 3100	Development & Culture: Representations in Film & Literature
ENV 3100	World Regional Geography
ENV 3120*	Energy: A Global Perspective
HST 3100	World Cultural History I
HST 3105	World Cultural History II
LIT 3100	The City: Experience and Imagination

*\*BIO 3140 and ENV 3120 may be used to satisfy either the Experimental or the Temporal/Spatial requirement. There is no "double-dipping" amongst categories within the Core Curriculum.*

## LEVEL TWO

The following courses are listed by academic area. Students are required to take one course from each of three different areas. (Level III courses may be substituted if prerequisites have been satisfied.)

### **Art, Design and Media/Communications**

ADM 4100	The Language of Art
COM 4100	Intro to Intercultural Communications
COM 4105	Worlds of Music

### **Business and Economics**

ECN 4105	Introduction to Microeconomics
ECN 4110	Introduction to Macroeconomics
ECN 4115	Modern Economic History

### **Humanities**

HST 4100	When Worlds Collide: Race and Empire in America 1776–1914
HST 4105	Versailles to Vietnam: the United States and the World
HST 4110	The Birth of the Modern World: The Enlightenment
PHL 4100	Introduction to Philosophy

### **Languages**

ITL 204	Florence Study Centre
ITL 212	Rome Study Centre
MCL 4100/4105	Chinese Language & Culture I & II

Transfer credit of university-level language study is considered on a case-by-case basis.

### **Social Sciences**

DEV 4100	Rich World, Poor World
INR 4100	Introduction to International Relations
INR 4105	Evolution of International Systems
PLT 4100	Major Political Thinkers
SCL 4110	Gender and Culture

### **Theatre**

THR 4100	Beginning Directing
THR 4105	The Physical Impulse

### LEVEL THREE

The following courses are listed by academic area. Students are required to take one course outside the area that includes their major. Note: The chosen Level Three course may NOT also be used to satisfy a major requirement.

#### **Business Administration and Economics**

ECN 5100	Economics of Transition
ECN 5105	Economics of Developing Countries
INB 6210	European Business Environment

#### **Communications**

COM 5100	Language and Society
COM 5120	Adaptations: Literature and Cinema
COM 5125	Gender in Film
COM 5105	Modern Popular Music
COM 5110	Masculinities and Feminisms
COM 5115	Society of Culture and Sub-culture

#### **Humanities**

HST 6205	Pictures of Power: History, Image and Propaganda
HST 5100	Cultures of Imperial Power
HST 5105	The Rise of the Right: A History of Fascisms
HST 5210	Myths and Monsters: A History of History
HST 5405	US and UK Comparative History
HST 6400	Island to Empire: British History since 1800
HST 5110	Nationalism and Conflict
LIT 5100	Travel Writing
LIT 5105	Postcolonial Women's Writing
RLG 5100	Comparative World Religions

#### **Social Sciences**

INR 6405	International Human Rights
INR 5100	Critical Globalisation Studies
INR 6415	Foreign Policy Analysis
PLT 6405	Citizenship: National and Global
DEV 5100	Global Development Politics
PLT 6410	Politics of Environmentalism
PLT 6415	Ethnicity and Identity
PLT 6420	Gender, Politics and International Relations
PLT 6205	Policy-making in a Globalised World
PLT 6425	Religion, Identity and Power
PLT 5100	Politics of the Middle East
PSY 5100	Human Development
SCL 5105	Religion, Magic and Witchcraft

#### **Theatre**

THR 5100	World Theatre
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## General Education Department

The programmes of English for Academic Purposes, Academic Research and Writing, Creative Writing, and the University Writing Centre and Language Workshop are the responsibility of the Department of General Education. It is also responsible for Richmond's Academic Reading and Writing Placement Assessment tests delivered to new students at each Orientation session.

These programmes are designed to empower Richmond students to communicate effectively and proficiently within the university and beyond, reflecting the university's mission as an international, liberal arts institution. This is achieved by enhancing the students' written and oral communication skills in tandem with the development of critical thinking, critical analysis, and evaluation skills. Students will learn to transfer core skills within the university and beyond; to monitor their individual progress towards becoming responsible, independent learners; and practice strategies for effectively engaging with and negotiating contemporary debate.

## The Centre for Modern Languages

The Centre for Modern Languages is a new unit in Richmond University through which the University aims to reinstate modern language teaching and to enhance its profile as an international university. Language is the key to understanding another culture, as "languages play a key role in expressing the cultures and identities of the places in which they are used" (Languages and Related Studies, 2007, AQQ). Language also forms an essential part of intercultural competence that is increasingly vital in the present multicultural and multilingual world.

The Centre plans to introduce courses in a number of global modern languages over the next few years, combined with related cultural studies with an aim to foster not only the awareness, but also the competences in intercultural communications of the course participants. As an interface between the University and its neighbouring communities, the Centre will also provide language and related courses as well as occasional public lectures to the communities and institutions in the surrounding areas of the University.

*Chinese Language and Culture* is an introductory course to modern Mandarin Chinese, with an integrated approach to the Chinese language and Chinese culture. The primary focus of the course is on oral communication on everyday life topics based upon essential structures and vocabularies, but it will also learn and read Chinese characters which hold a tremendous amount of cultural information in them.

The course aims to assist the course participants to develop basic communicative competences in modern Mandarin Chinese in all four linguistic skills of listening, speaking, reading and writing. The course integrates the language learning with an understanding of not only how Chinese language works but also it is related to the Chinese cultural traditions in contrast to the common working language of English. By the end of the course, the course participants should be able to fulfil some basic communication functions with confidence in a range of routine topics concerning daily life situations.

Richmond's Centre for Modern Languages will also support the University's existing Internship Programme in Beijing and Shanghai.





## Academic English Language, Foundation and Summer Programmes

Students come to Richmond University from many countries and backgrounds. Sometimes, students need extra preparation with academic English language, academic orientation, study skills or subject knowledge before they are ready to join our BA programmes. Students may choose to follow the Foundation programme, for students looking to improve their academic English language proficiency and gain academic entry qualifications.

### The Richmond Foundation Programme

Motivated students from whatever background who do not yet reach our required entry standards for High School Diploma, A levels or international qualifications are guided by their personal Academic Advisor to select courses from among the following:

- English for Academic Purposes
- Principles of Academic Writing
- Foundations of Academic Research
- Fundamentals of Mathematics
- First Year Seminar (see page 64 of this catalogue)

*plus* courses from the Liberal Arts core curriculum selected from the students' intended undergraduate degree major.

### The Academic Literacies Programme

The Academic Literacies Programme is designed to enable all students to operate proficiently within the university and beyond by enhancing their competencies in critical thinking and reading, effective academic writing, and information literacy. The Programme aims to convey to students that the ability to write effectively within the academic community is empowering, that it is based upon reading, thinking and due process, and that it requires both perseverance and discipline. Students learn the value of critical thinking within and beyond academic practice, as well as strategies that allow them to engage with and negotiate contemporary debate effectively and thoughtfully.

Students are provided with the techniques for reading critically and for evaluating sources incisively, and a sense of responsibility in the use and presentation of their academic research is fostered, and their ability to write effectively and insightfully across a range of academic contexts in accordance with accepted academic standards and expectations is enhanced.

The Programme consists of two courses, ARW 3195 (3 credits) and ARW 4195 (4 credits). Students must pass ARW 3195 with a minimum grade of C- to progress to ARW 4195. (Students wishing to take ARW 4195 as a summer course must achieve a minimum grade of B- for ARW 3195.)

Note: New students eligible to take ARW 3195 have four semesters from their first semester of entry to pass both ARW 3195 and ARW 4195. New students eligible to take ARW 4195 have two consecutive semesters from their first semester of entry to pass this course. Students who are not able to complete these courses within the required time frame may be dismissed from the University for failure to progress academically.

### The University Writing Centre

The University Writing Centre (UWC) operates at the Richmond Campus. It is staffed by instructors with experience and expertise in the demands of University-level writing and research. The UWC offers a free service to all students which focuses on helping students to generate ideas, to find relevant sources, to organise their research, to structure their writing, to improve their written style, and to cite sources appropriately. The UWC also operates a Language Workshop at the Richmond Campus that aims to upgrade students' English language proficiency. All UWC sessions consist of private meetings between an individual student and the UWC tutor on duty.

## Academic Reading & Writing Assessment

All degree-seeking students entering Richmond take the Academic Reading and Writing Placement Assessment during the orientation period at the beginning of their first semester, assessing competence in language, reading comprehension and essay writing. Students are then placed in one of the following programmes according to their assessed level:

### EAP Programme

EAP 3200 Academic Orientation  
(3 US/12 UK credits)

### Plus three linked courses:

EAP 3255 Fundamentals of Conceptual Thinking (3 US/12 UK credits)

EAP 3260 Fundamentals of Academic Research (3 US/12 UK credits)

EAP 3265 Fundamentals of Academic Communication (3 US/12 UK credits)

### Academic Research and Writing Programme

ARW 319 Principles of Academic Writing  
(3 US/12 UK credits)

ARW 4195 Principles of Academic Research  
(4 US/16 UK credits)

## First Year Seminar Programme

Richmond's First Year Programme is designed to support students in making a successful transition to the academic, social, and cultural challenges of studying in an international university in a global city.

The multidisciplinary First Year Seminars engage students as active learners, encourage reflection on goals and personal development, and develop core academic skills. All new students are required to take one of the 4-credit courses below in their first semester at Richmond. Detailed descriptions can be found in the course descriptions section in this Catalogue (pages 134-137).

These exciting seminars are designed especially for new students and are an innovative, important component of the First Year Programme taught by some of Richmond's most dynamic faculty, who have developed the inventive topics broadly based on their scholarly interests and research activities. The professors are all highly experienced and the classes are aimed to be challenging, interactive and enjoyable.

In addition to the regular three hour a week meeting time for each subject-based course, all students attend special sessions every Wednesday afternoon. These important theme-based sessions introduce students to key topics related to living in global London and the challenges of university life.

The First-year Seminar (FYS) courses offered at Richmond are outlined below.

FYS 3105 Utopias and Dystopias

FYS 3110 Changing Stages:  
Landmarks in Theatre

FYS 3115 Myth, Magic and Science

FYS 3120 The Philosophy of Ethics

FYS 3125 In/Visible London

FYS 3135 In Search of Wealth:  
An Economist's Journey through Time

FYS 3140 Planet Pioneers

FYS 3145 Clouds and Holes: Creativity Workshop

FYS 3190 Sport and Culture  
(RIASA campus only)

FYS 3100 First Year Seminar for the  
EAP Programme

All students must successfully complete the First Year Seminar and the courses satisfy one of Richmond's Core Curriculum requirements. Students with appropriate transfer credits will be exempted from this course. Enrolment in each course is limited to 20.

Students receiving a grade of F or W for their first FYS are required to successfully complete the FYS in the semester immediately following. Affected students may enrol in a different FYS course to that initially selected and the standard policy for repeating a course applies. Students eligible to take the First Year Seminar who do not successfully complete it within two consecutive semesters may be considered for dismissal from the university.

## Bachelors and Masters Degree Programmes

Details of all Richmond University's degree programmes, including approved Programme Specifications for each programme, Course Specification Descriptions (CSDs) and detailed degree planners are held in an official archive by academic year, available at <http://www.richmond.ac.uk/content/academic-schools/academic-registry/program-and-course-specifications.aspx>.

Searches undertaken after AUGUST 2014 for detailed academic information about Richmond's programmes and courses in 2013/14 should be conducted in the archive.

The archive of 2013/14 programmes (see link above) outlines the major requirements and indicates the additional courses (at FHEQ levels 3, 4, and 5) that must be completed to fulfill core curriculum requirements (see page 59). Electives outside the major may also be taken (at FHEQ levels 3, 4, and 5) with the possibility of leading to a minor (see pages 72–78). Students normally complete a minimum total of 30 US/120 UK CATS credits in each academic year.

Brief descriptions of all Richmond's programmes of study are outlined below:

## Bachelor of Arts Degrees

### BA in Art, Design and Media

*This degree is validated by The Open University as BA (Hons) Art, Design, and Media with Combined Studies*

The BA programme in Art, Design, and Media offers students a range of contemporary, cross disciplinary, multi-media core courses which deal with concepts in art, design, and media and importantly in the interfaces between them. Students are also schooled in professional skills and techniques and appropriate theory and are directed towards ambitious creative goals. During their final semester, students undertake a major project. Art, Design, and Media graduates normally work as practitioners in the arts or media.

### BA in American Studies

*This degree is pending validation by The Open University as BA (Hons) American Studies with Combined Studies*

As the UK's only American Studies programme based in an American Liberal Arts university, Richmond's BA in American Studies aims to develop an understanding of the United States of America from an international perspective. The programme enables students to take courses in American history, politics and foreign policy alongside courses on film, literature, popular music, globalisation and contemporary popular culture – sharing courses with students majoring in International Relations, Politics, History, Communications, Journalism and other disciplines. Students studying American Studies will have the opportunity to benefit from the numerous exchange possibilities offered at Richmond with universities and colleges in the United States and Canada.

### BA in Business Administration: Entrepreneurship

*This degree is validated by The Open University as BA (Hons) Business Administration: Entrepreneurship with Combined Studies*

This concentration combines the best elements of practical training in business, management and entrepreneurship with the very latest academic thinking within the field. Students graduating from Richmond's Entrepreneurship programme will be ready to engage with a variety of activities such as the taking on and development of successful commercial projects for small, medium and large enterprises; or venturing out on their own commercial endeavours.



### **BA in Business Administration: Fashion Management and Marketing**

*This degree is pending validation by The Open University as BA (Hons) Business Administration: Fashion Management and Marketing with Combined Studies*

The fashion industry is a complex, growing and strongly competitive business sector that requires individuals to possess an array of managerial skills, a high degree of planning capabilities, assertive interpersonal communications abilities and a creative approach to problem solving. The degree course offers a fashion business management and marketing focus with several new courses planned in such high demand areas such as fashion communication, fashion retailing, fashion product development and also in psychology of fashion and luxury goods. It is designed to provide a unique blend of theoretical and practical learning that is focused on the principal career opportunities and employability within the global fashion industry. Students will follow the business administration programme but take a particular focus in fashion. This means that those graduating will not only gain insights and a competitive edge needed for a career in the world of fashion, luxury markets and retailing, but will also develop a strong grasp of several other relevant areas such as accounting, finance, economics and operations. What makes this concentration particularly strong are the opportunities for doing a relevant internship in either London, Beijing, Shanghai, Bangalore, Mumbai, Cape Town, Florence or Rome.

### **BA in Business Administration: Finance**

*This degree is validated by The Open University as BA (Hons) in Business Administration: Finance with Combined Studies*

Finance is an exciting and dynamic field. Because financial institutions are continually inventing new ways to manage and invest funds, they are constantly seeking talented individuals who can help a company grow. Successful financial experts are quantitative, competitive, and articulate. The fundamental concepts in finance are risk, return, and value. To attract investors, the company must create and increase its value. Finance includes the study of corporate financial management, as well as financial institutions and capital markets, and the raising and investing of funds. The finance concentration focuses on concepts, principles and practices that investigate the ways in which risk return and value interact in the global business world.

### **BA in Business Administration: International Business**

*This degree is validated by The Open University as BA (Hons) in Business Administration: International Business with Combined Studies*

The International Business major addresses issues such as setting organisational mission and goals, how to allocate a company's resources, meeting business obligations and fostering social responsibility. It focuses on managing people, diversity in culture, and ways of conducting business in a global marketplace. This concentration prepares students for managerial positions in international profit and non-profit organisations. Courses cover human and organisational behaviour in the workplace, global financial markets, global marketing, entrepreneurship, social responsibility, and multinational management strategy.

### **AA in Business Administration: International Business**

*This degree is not validated by The Open University and is offered only on the RIASA campus.*

This degree is a two-year US Associate of Arts degree providing an initial examination of the theory and practice surrounding management and business, with elements of sports management in various parts of the world. Operating from a firm theoretical base, the degree provides an exploration of the central role and functions of sports management and gives students a comprehensive and critical grounding in business management principles. It allows students to gain the liberal arts core curriculum credits, alongside some major and sports concentration credits.

### **BA in Business Administration: Marketing**

*This degree is validated by The Open University as BA (Hons) Business Administration: Marketing with Combined Studies*

The Marketing major provides students with an in-depth understanding of how to achieve customer satisfaction and a sustainable competitive advantage through the use of appropriate marketing skills. Students will become familiar with analytical models and techniques used in both consumer and business-to-business marketing and will develop the ability to examine, diagnose and appraise real world marketing problems, develop innovative solutions and effectively communicate them. Students who complete the major will have an understanding of the nature, role and significance of marketing as one of the most important drivers of business success in a variety of firm contexts and marketplaces.

### **BA in Communications: Marketing Communications and Public Relations**

*This degree is validated by The Open University as BA (Hons) Communications: Marketing Communications and Public Relations with Combined Studies*

The over arching aim of the Communications programme is to prepare students to work within the technologically-driven, global communication revolution of the 21st Century. The degree provides an interdisciplinary, multimedia approach to the study of communications through the study of the relationship between communications theory and its practice. Students study the three main components of communication: personal, corporate and mass. This is referred to through the concepts of globalisation and intercultural issues.

During the first two years of the BA Communications degree, students take the same core courses. During the third and fourth years students specialise and those pursuing the specialisation in Marketing and Public Relations will learn how to write across different media and explore the relationship between Public Relation within the business and media context.

### **BA in Communications: Media Studies**

*This degree is validated by The Open University as BA (Hons) Communications: Media Studies with Combined Studies*

The over arching aim of the Communications programme is to prepare students to work within the technologically-driven, global communication revolution of the 21st Century. The degree provides an interdisciplinary, multimedia approach to the study of communications through the study of the relationship between communications theory and its practice. Students study the three main components of communication: personal, corporate and mass. This is referred to through the concepts of globalisation and intercultural issues.

During the first two years of the BA Communications degree, students take the same core courses. During the third and fourth years students specialise and those pursuing the specialisation in Media Studies will focus on the study of how photography, cinema and new media are utilised to portray society: its religion, identity and power. Students will have the opportunity in their third or final year to pursue a credit-bearing internship.

### **BA in Communications: Media Production**

*This degree is validated by The Open University as BA (Hons) Communications: Media Production with Combined Studies*

The over arching aim of the Communications programme is to prepare students to work within the technologically-driven, global communication revolution of the 21st Century. The degree provides an interdisciplinary, multimedia approach to the study of communications through the study of the relationship between communications theory and its practice. Students study the three main components of communication: personal, corporate and mass. This is referred to through the concepts of globalisation and intercultural issues.

During the first two years of the BA Communications degree, students take the same core courses. During the third and fourth years students specialise and those pursuing the specialisation in Media Production will focus on the study of video production, photography, cinema and scriptwriting. The aim of the programme is to equip the students with a complete working knowledge of media production from the writing of a script to the implementation of a screen play. Students will have the opportunity in their third or final year to pursue a credit-bearing internship.

### **BA in Development Studies**

*This degree is validated by The Open University as BA (Hons) Social Sciences: Development Studies with Combined Studies*

Development Studies at Richmond offers students the opportunity to study and understand the complexities underlying contemporary global inequalities of wealth and poverty. The degree focuses on the analysis of wide range of political, economic and sociological factors which face policy makers, development agencies and ordinary citizens in developing countries. This major requires students to engage with the history, theory, and practice of development, including a focus on international actors such as UN agencies, national donors, and global civil society groups as well as policy makers, social coalitions and civil society groups in the developing world.

Taught as an interdisciplinary social science, students in Development Studies will take courses from Political Science, International Relations, Economics, Sociology, International Business and History. Students are offered a range of thematic and specialised regional courses pertaining to the developing world. Richmond has a strong internship programme, in which students on the Development Studies majors are encouraged to participate. Richmond currently offers internships in China, as well as with development NGOs and other organisations in London.

### **BA in Economics**

*This degree is validated by The Open University as BA (Hons) Economics with Combined Studies*

A degree in Economics prepares students for career opportunities as professional economists in business, banking and finance, public administration and government service, as well as in the international financial institutions and the NGO sector. The degree also provides a solid foundation for graduate work in economics. A key aim of the programme is to create a sense of awareness of economic issues that have both national and international importance, and to provide students with an opportunity to engage in a major individual research project that provides a solid base for gaining research experience in economics.

### **BA in Film Studies**

*This degree is pending validation by The Open University as BA (Hons) Film Studies with Combined Studies*

The Film Studies major is a vibrant, cross-disciplinary programme that focuses upon historical, critical and theoretical approaches to the study of film, including television and new media. Through a close analysis of particular national and international examples, and with a specialist emphasis on the history of film, third world/postcolonial cinema and particular themes (including gender, horror, fantasy and science fiction), the degree examines the historical, political, artistic and cultural aspects that go into cinema production. A strong technical and practical element of the degree complements the academic component, with classes on a range of topics such as video production, acting and screen writing. The programme prepares graduates for work in film criticism, journalism, teaching, writing for film, and film production and directing.

### **BA in Financial Economics**

*This degree is pending validation by The Open University as BA (Hons) Financial Economics with Combined Studies*

Richmond's BA in Financial Economics combines the best elements of a degree programme in Finance with one in Economics. Students are educated in both theoretical and practical aspects, and are trained to be highly numerate and analytically skilful. The University's emphasis on good writing and cultivation of research skills produces students with a breadth of knowledge and expertise, excellent report writing and presentation skills, and an overall practical approach to problem solving who are prepared to make valuable contributions to working environments in Finance, Economics, and allied fields in both the private and public sector, as well as to move on confidently to post-graduate study.

### **BA in History**

*This degree is validated by The Open University as BA (Hons) History with Combined Studies.*

Studying History enables students to become proficient in skills such as researching, assessing evidence, and oral and written communication. History teaches critical thinking and the ability to develop an argument. The wide-ranging skills graduates thus acquire are highly relevant in the world of employment. The History major at Richmond is interdisciplinary and uses a wide variety of different learning methods. It comprises lectures, seminars, group work, and a programme of guest lectures and class visits. Students also make full use of the wealth of resources and research opportunities provided by London and Europe, with trips to museums, conferences and archives. The History major begins with a foundation overview of Western and non-Western societies and is followed by a more detailed analysis of particular societies, themes, and/or regions. The major culminates in a senior essay which enables students to research a topic in depth.

### **BA in International and Development Economics**

*This degree is pending validation by The Open University as BA (Hons) International and Development Economics with Combined Studies*

Richmond's BA in International and Development Economics provides students with the opportunity to develop their interests in a number of lively and current areas in the operation of the world economy. Today's complex economic environment is captured by course content that seeks to integrate and combine elements of 'international' economics with those of 'development' economics. The international aspects of economics deal with commodities, trade, finance, international agreements, etc. Those aspects of development economics generally focus on the role of international institutions in alleviating poverty; the connections between political instability and famine; the root causes of migration; and measuring the impact of primary education on economic development. These are issues that provide challenges to policy makers and students will be encouraged to think about ways to assess and design approaches and solutions to these challenges.

### **BA in International Journalism and Media**

*This degree is validated by The Open University as BA (Hons) International Journalism and Media with Combined Studies.*

The International Journalism and Media major prepares students to work within the technologically-driven, global media environment of the 21st Century and helps students develop as leaders in their careers and communities. The major provides an interdisciplinary, multimedia approach to the study of several aspects of journalism, media and public relations, and through its core courses and special programmes develops an intercultural and global awareness within the framework of the liberal arts tradition.

### **BA in International Relations**

*This degree is validated by The Open University as BA (Hons) Social Sciences: International Relations with Combined Studies.*

The major in International Relations examines the historical, ideological, economic and political aspects of international affairs. The programme familiarises students with the central concerns of international relations – foreign policy analysis, international organisations, strategic studies, diplomacy, international political economy, international law and international relations theory. Classroom-based instruction is supplemented by opportunities to participate in comprehensive overseas research and discussion trips. The major provides an excellent foundation for careers in international organisations, government agencies, the diplomatic service, international business and finance and international media. It also prepares students for more specialised graduate studies in international relations.

### **BA in International Sports Management**

*This degree has MSCHE accreditation leading to a US degree but not to a UK-validated degree, and is offered only on the RIASA campus.*

The International Sports Management BA provides an applied and critical examination of the theory and practice surrounding the management and business of sports in various parts of the world. The degree programme is delivered within the framework of a US Liberal Arts undergraduate degree programme where students are provided with a broad range of skills in the key functional areas of business as well as an opportunity to develop a specialism in sports management.

Operating from a firm theoretical base, the degree provides an exploration of the central role and functions of sports management and provides students with a comprehensive and critical grounding in business management principles. It encourages the application of this grounding to practical and realistic settings in sport and leisure contexts and enables specialism in areas of particular interest such as sport marketing, healthy lifestyles, sport event management and coaching.

### **BA in Performance and Theatre Arts**

*This degree is pending validation by The Open University as BA (Hons) Performance and Theatre Arts with Combined Studies.*

The Performance and Theatre Arts major at Richmond provides students with practical acting experience and with a comprehensive knowledge of theatre history, playwriting (for stage, television and film) and current performance and theatre practices. Approximately two thirds of classes are practice-based, including classes and performances at Shakespeare's Globe and a final year showcase at a London theatre.

Richmond's London campuses are within easy reach of the commercial and subsidised London theatres and certain courses have a built-in theatre attendance component, affording students the opportunity to attend the very best productions of texts they are studying in their courses. Students become familiar with traditional naturalistic acting techniques for theatre and for film, and with a variety of alternative approaches to devising theatre and performance work, using physical theatre and performance art practices as well as contemporary processes for devising theatre in the community. The programme is designed to develop students' creative skills as actors, performers, directors, writers and devisors, and their critical analytical skills to enable them to appreciate drama, both as text and in performance. Our performance facility affords students the opportunity to act in a wide range of plays, from the classical repertoire to contemporary plays and performance pieces, as well as devising their own scripts and creating new and imaginative theatre and performance work, crossing genres.

## **BA in Political Science**

*This degree is validated by The Open University as BA (Hons) Social Sciences: Political Science with Combined Studies.*

The political science major provides a basis for careers in law, public administration, corporate and current affairs, and journalism, as well as graduate study in the field. The programme includes a foundation in political theory and comparative politics, followed by studies of a range of political phenomena (democracy, nationalism, and citizenship) and institutions (the British parliamentary system, the European Community, etc.). The capstone course involves analysis and discussion of both classical and contemporary political theory.

## **BA in Psychology**

*This degree is validated by The Open University as BA (Hons) Social Sciences: Psychology with Combined Studies.*

The Psychology major familiarises students with the main theoretical approaches and content of contemporary psychology. It provides perspective through a wide range of courses, including social, developmental and experimental psychology, and the study of personality. The programme prepares students for graduate work, counselling, child guidance, teaching and other educational and management careers.

## **Masters Degrees**

### **Master of Arts in Art History and Visual Culture**

*This degree is dually accredited, in the US by the Middle States Commission on Higher Education and validated in the UK by The Open University as MA in Art History and Visual Culture.*

Richmond's MA in Art History and Visual Culture equips students with the knowledge and skills required to critically engage with global visual cultures of the twenty-first century and become leaders in their fields, preparing students for careers and scholarship in the arts and creative cultural industries. Students acquire knowledge of the key theoretical and methodological considerations required for working with the visual arts in the 2010s, applying this knowledge to key examples, especially those held in the world class collections of the museums and galleries of London.

These rigorous academic apparatus are balanced by training in the conceptual professional practices required for working in the arts and creative industries, as students apply their conceptual knowledge on professional practices to practical, working examples. After completion of the coursework, students undertake an internship at a gallery, museum or other arts institution and complete their dissertations.

The programme has a rigorous academic curriculum embodying Richmond's mission of fostering intercultural awareness and we recognise the importance of applying this knowledge beyond the seminar room, in students' daily lives and their perspectives on the world.

### **Master of Arts in International Development**

*Admission from Fall 2014 onwards*

The MA in International Development at Richmond promotes a critical engagement with the key concepts, practices, theoretical innovations, and contemporary paradigms in this field.

The programme is grounded in the recognition that development is inherently international, and inherently political: a concept that cannot be separated from core questions of global governance, from international conflict, attempts at conflict resolution, and post-conflict reconstruction, or from issues of human development and human security.

The programme is designed to ensure that students understand the history of international development from post-war modernisation to the Millennium Development Goals, with particular emphasis on building a conception of the impact of global governance on political and economic processes in the developing world. Students engage directly with core issues of the international flows (legal and illegal) of people, both between developing states and into the developed world, refining analytical and practical skills that facilitate continued learning in this dynamic field. Courses examine the inter-disciplinary literature on the subject and Spring semester electives allow students to pursue further specialised knowledge in an area of their choice, with an optional internship opportunity.



## **Master of Arts in International Relations**

*This degree is dually accredited, in the US by the Middle States Commission on Higher Education and validated in the UK by The Open University as MA in International Relations.*

The MA in International Relations aims to equip students with in-depth knowledge of the discipline of international relations, together with key analytical and research skills, and an opportunity to gain practical experience through an optional internship.

A rigorous curriculum encompassing theoretical and practical developments in the dynamic field of global politics, in an international environment that gives graduates distinct advantages in the development of inter-personal and intercultural communication skills. The programme examines a range of theories and approaches to international relations, questions of international political economy, and international diplomatic practice, international law and institutions, studies of specific regions, international migration, and media. Core courses deconstruct conventional views of post-Cold War and post-9/11 international politics by advancing an interdisciplinary understanding of global politics and employing critical narratives and tools across the sub-disciplines of IR, geared towards innovative interpretations of central questions in the discipline, such as conflict, security, development, agents, structures, power and influence. Students are well-prepared for further graduate study in the discipline or for careers in the fascinating world of local, national, regional, and international politics, and in governmental and non-governmental organisations. A broad range of electives reflects the interdisciplinary nature of international relations and provides students with an opportunity to explore a field of interest in greater depth.

## **Master of Arts in Visual Arts Management and Curating**

*Admission from Fall 2014 onwards*

Richmond University's new MA in Visual Arts Management and Curating equips students with the professional knowledge, skills and experience required for career placement in visual arts institutions and the creative cultural industries. The programme builds on the success of the MA in Art History and MA in Art History and Visual Culture, and offers sustained engagement, from an intercultural perspective, with professional practice in both non-profit and public institutions, and the commercial sector of private galleries and auction houses, with a strong emphasis on curating.

Students will take courses in arts management and marketing; arts policy; arts education, social inclusion and urban renewal; the international art market; and curating, alongside an internship.

The programme brings art and design historians, theoreticians, professional practitioners and studio artists together to offer a thorough grounding in the interdisciplinary theoretical and methodological issues related to the study of the visual, and equip students with the professional skills and experience to work successfully in a variety of arts and cultural industries.

## **Master of Business Administration**

*This degree is accredited by the Middle States Commission on Higher Education leading to a US degree but not to a UK-validated degree.*

The Richmond MBA is ideal for students who have recently completed their undergraduate studies, offering a values-led curriculum focused on leadership, innovation and best practice. The programme equips students with the key technical competencies companies expect and the critical skills that global organisations value above all: the ability to work with, and lead multi-disciplinary and multi-cultural teams; to think creatively about complex problems; and engage and create personal knowledge networks to generate innovative solutions.

Our faculty benefits from global industry experience and provides students with a solid foundation in strategic business management. Students are challenged to relate classroom situations to the workplace, make contacts which may prove valuable to their future employment prospects, and gain confidence in their capabilities, creativity and communication skills. An Internship Programme, designed to be both demanding and rewarding, integrates theory with practice and is conducted in the summer months, providing an opportunity to deploy the skills learned on courses in a real world setting in the production of an assessed record of experience. Candidates who wish to opt out of the internship choose a more extensive dissertation in the Summer semester.

## Minors and Certificate Programmes

Students may select an optional minor subject of specialisation to complement their major field. Both the major and minor will be recorded on the student's transcript at graduation. At least three of the upper division courses required for a minor must be taken at Richmond. No more than three courses may overlap within a degree between a student's major and any minor. Minors comprise 18 US credits/72 UK credits. The Certificate in British Studies is 15 US credits/60 UK credits.

### Minor in Art, Design, and Media

Six courses from the ADM major of which at least three must be at the 5000 or 6000 levels.

### Minor in Art History

ARH 3100 Foundations of Art Across Cultures  
COM 4200 Introduction to Visual Culture  
ARH 5450 Art in Context or ARH 5200 Museums and Galleries

*plus* three upper-division art history courses (including those offered at the Florence & Rome study centres). These courses can include ADM 6200 Contemporary Visual Culture I and ADM 6205 Contemporary Visual Culture II and COM 5205 Cultural Theory

### Minor in Communications

COM 3100 Foundations in Mass Media and Communications  
COM 5200 Mass Communications and Society  
COM 6391 Senior Project in Communications

*plus* one of the following

COM 4100 Introduction to Intercultural Communications  
COM 4200 Introduction to Visual Culture

*plus* two upper-division courses from any of the following Communications degree concentrations:

Marketing and Public Relations  
Media Production  
Media Studies

### Minor in Creative Writing

ENG 3195 Writing from the Creative Impulse  
ENG 5195 Creative Writing: Towards a Collection

*plus* four of the following

JRN 5200 Feature Writing  
COM 5120 Adaptations: Literature and Cinema  
COM 5410 Scriptwriting  
LIT 5100 Travel Writing  
LIT 5105 Postcolonial Women's Writing  
LIT 5415 The Reading and Writing of Short Stories

### **Minor in Economics**

ECN 4105	Introduction to Microeconomics
ECN 4110	Introduction to Macroeconomics
FLM 4100	Introduction to Film Studies
FLM 6410	International Cinema

*plus* any four of the following

ADM 5200	Video Production
ADM 6445	From Script to Screen
ADM 6450	Animation and Motion
COM 5120	Adaptations: Literature and Cinema
COM 5125	Gender in Film
COM 5410	Scriptwriting
COM 6405	Documentary Theory and Production
COM 6415	Mainstream Cinema
HST 6205	Pictures of Power: History, Image, and Propaganda
PLT 5401	Politics Goes to Hollywood
PSY 5415	Psychology and Cinema
THR 5215	Screen Acting Techniques

### **Minor in Finance**

ACC 4200	Financial Accounting
ACC 4205	Managerial Accounting
FNN 5200	Corporate Finance

*plus* any three upper division finance courses, one of which may be ECN 6200

### **Minor in Gender Studies**

SCL 4110	Gender and Culture
COM 5110	Masculinities and Feminisms
COM 5125	Gender in Film
LIT 5105	Postcolonial Women's Writing
PLT 5420	Gender, Politics and International Relations

*plus* one of the following

DEV 5100	Global Development Politics
THR 6205	Lost Boys and Bad Girls

### **Minor in History**

Two lower division History courses, at least one of which is HST 3100 or 3105 plus four history courses at 5000-level of higher, chosen from the core list for the history major

### **Minor in International Business** (*not open to majors in Business Administration*)

FNN 5200	Corporate Finance
MKT 5200	Principles of Marketing
INB 6205	Foreign Trade Policy
INB 6200	Country Risk Analysis
INB 6210	European Business Environment
ECN 6210	International Economics

### **Minor in International Relations**

INR 4100	Introduction to International Relations
INR 4105	The Evolution of International Systems

*plus* four economics electives at the 5000-level or higher

### **Minor in Development Studies**

DEV 3100	Development and Culture
DEV 4100	Rich World Poor World
DEV 5100	Global Development Politics
DEV 6200	Sustainable Development
DEV 6205	Postcolonial Theory and Development

*plus* one of the following area studies courses:

INR 5405	Miracle To Meltdown E&SE Asia
PLT 5100	Politics of the Middle East
PLT 5410	Islam and the West
PLT 5415	Politics of sub-Saharan Africa
PLT 5420	Russian Politics and History
PLT 5425	Modern China

### **Minor in Environmental Studies**

ENV 3125	Foundations in Environmental Studies
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*plus* two of the following courses

BIO 3130	Ecology: Principles and Applications
ENV 3100	World Regional Geography
ENV 3110	Foundations in Geology
ENV 3120	Energy: A Global Perspective
ENV 3130	Natural Hazards and Environmental Change
ENV 3135	Endangered Species: Ecology and Conservation

*plus* two of the following courses

PLT 6410	Politics of Environmentalism
DEV 6200	Sustainable Development

*plus*

ENV 5200	Environmental Ethics
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### **Minor in European Studies**

Any two of the following:

HST 4110	The Birth of the Modern World: The Enlightenment
INR 4105	The Evolution of International Systems
PHL 4100	Introduction to Philosophy
PLT 4100	Major Political Thinkers

*plus* any four of the following:

ARH 5405	The Renaissance: New Perspectives
HST 5200	Roman and Medieval Europe
HST 5110	Nationalism and Conflict
INB 6210	European Business Environment
PHL 5400	Modern European Mind
PLT 5405	the EU in the New International System

### **Minor in Film Studies**

FLM 4100	Introduction to Film Studies
COM 6410	International Cinema

*plus* any four of the following

ADM 5200	Video Production
ADM 6445	From Script to Screen
ADM 6450	Animation and Motion
COM 5120	Adaptations: Literature and Cinema
COM 5125	Gender in Film
COM 5410	Scriptwriting
COM 6405	Documentary Theory and Production
COM 6415	Mainstream Cinema
HST 6205	Pictures of Power: History, Image, and Propaganda
PLT 5401	Politics Goes to Hollywood
PSY 5415	Psychology and Cinema
THR 5215	Screen Acting Techniques

### **Minor in Finance**

ACC 4200	Financial Accounting
ACC 4205	Managerial Accounting
FNN 5200	Corporate Finance

*plus* any three upper division finance courses, one of which may include ECN 6200

### **Minor in Gender Studies**

SCL 4110	Gender and Culture
COM 5110	Masculinities and Feminisms
COM 5125	Gender in Film
LIT 5105	Postcolonial Women's Writing
PLT 5420	Gender, Politics and International Relations

plus one of the following

DEV 5100	Global Development Politics
THR 6205	Lost Boys and Bad Girls

### **Minor in History**

Two lower division History courses, at least one of which is HST 3100 or 3105 plus four history courses at 5000-level of higher, chosen from the core list for the history major

### **Minor in International Business** (*not open to majors in Business Administration*)

FNN 5200	Corporate Finance
MKT 5200	Principles of Marketing
INB 6205	Foreign Trade Policy
INB 6200	Country Risk Analysis
INB 6210	European Business Environment
ECN 6210	International Economics

### **Minor in International Relations**

INR 4100	Introduction to International Relations
INR 4105	The Evolution of International Systems

*plus* four upper-division INR courses, one of which must be at 6000-level

### **Minor in International Journalism and Media**

JRN 4200	Intro to Writing for Media and Journalism
JRN 4210	History of Journalism
JRN 5200	Feature Writing
JRN 6205	Media Ethics and Law

*plus* one of the following

JRN 5205	Reporting and Investigative Journalism
ADM 6425	Photojournalism

*plus* one of the following

COM 6200	New Media
COM 6205	PR and Self-Presentation in Media
JRN 6200	Publications Layout
JRN 5400	Arts and Entertainment Journalism

### **Minor in Literature**

One of the following

THR 5405	Shakespeare and his World I
THR 5410	Shakespeare and his World II

*plus* five literature courses, at least four at 5000-level or higher. These can include COM 5120 Adaptations: Literature and Cinema and ENG 5195 Creative Writing

### **Minor in Marketing** (*not open to majors in Business Administration*)

ECN 4105	Introduction to Microeconomics
MKT 5200	Principles of Marketing
MKT 5205	Consumer Behaviour
MKT 6200	Advertising Management

*plus* three other Marketing courses

### **Minor in Philosophy**

PHL 4100	Introduction to Philosophy
PHL 5400	The Modern European Mind

*plus* one of the following:

HST 4110	The Birth of the Modern World: The Enlightenment
PLT 4100	Major Political Thinkers
PSY 4205	Conceptual and Historical Issues in Psychology

*plus* three of the following

COM 5100	Language and Society
COM 5110	Masculinities and Feminisms
COM 5205	Cultural Theory
HST 6210	Of Myths and Monsters: A History of History
INR 6200	International Relations Theory
MGT 5220	Legal and Ethical Concepts in Management
PLT 5200	Political Economy: Capitalism and its Critics
PLT 6200	Liberty, Justice, Equality: Contemporary Political Theory
PLT 6405	Citizenship: National and Global
PLT 6410	The Politics of Environmentalism
PSY 6405	Existential-Phenomenological Psychology
RLG 5100	Comparative World Religions

### **Minor in Political Science**

One of the following

- PLT 3100 Foundations of Politics and Government
- PLT 3105 Comparative Political Systems

*plus*

- PLT 4100 Major Political Thinkers
- PLT 5205 British Politics: Inside Parliament
- PLT 6200 Liberty, Justice, Equality: Contemporary Political Theory

*plus* two political science courses at 5000-level or higher

### **Minor in Psychology**

- PSY 3100 Foundations in Psychology

*plus* one of the following

- PSY 3105 Foundations in Social Psychology
- PSY 4210 Developmental Psychology

*plus* four additional psychology courses, at least three at 5000-level or higher

### **Minor in Sociology**

- SCL 3100 Foundations of Sociology

*plus* one lower-division SCL course which can include:

- COM 4105 Worlds of Music
- PSY 3105 Foundations in Social Psychology

*plus* any four upper-division SCL courses which can include two of the following:

- COM 5200 Mass Communications and Society
- DEV 5100 Global Development Politics
- INR 5100 Critical Globalisation Studies
- PLT 6400 Political Sociology: Power, State and Society
- PLT 6410 Politics of Environmentalism
- PLT 6415 Ethnicity and Identity
- PLT 6425 Religion, Identity and Power
- PSY 5100 Human Development

### **Minor in Theatre Arts**

- THR 3100 Foundations of the Performing Arts
- THR 4100 Beginning Directing

*plus* any four additional theatre courses at 5000-level or higher

### **Certificate in British Studies**

The Certificate requires students to successfully complete five courses in British civilisation, and is evidence of having completed a systematic and intensive study of British culture.

Upon completion of the five courses with a GPA of at least 2.0, the student's transcript will indicate the certificate has been conferred.

Choose five from the following: ARH 5200, ARH 5400, HST 5400, HST 5405, HST 6400, LIT 5405, PLT 5205, SCL 5400, THR 5405/5410, THR 6200, THR 6205

## Exit Awards

### Postgraduate Certificate in Art History and Visual Culture

### Postgraduate Certificate in International Relations

These awards are dually accredited, in the US by the Middle States Commission on Higher Education and validated in the UK by The Open University as the Postgraduate Diploma in Art History and Visual Culture and the Postgraduate Diploma in International Relations.

The Postgraduate Certificate is an option available to students registered on the MA who have successfully completed at least 24 US credits/120 UK credits from the required coursework components and are in good academic standing (with a 3.0 GPA / B average / Pass) but who:

- a) choose not to submit the thesis, or
- b) fail to submit the thesis (without extenuating circumstances eligible for resubmission), or
- c) fail to pass the thesis and who do not apply to submit it towards the MA qualification, or
- d) whose result following thesis resubmission is insufficient for the award of the MA.

Such students may choose to transfer onto and be considered for the award of the Postgraduate Certificate. The Certificate is conferrable as an exit award in recognition of successful completion of graduate coursework; it is not possible, however, for students to register directly onto these awards.

### Associate of Arts Degree in General Studies

In 2013/14 the University will be considering the development of a US Associate of Arts degree programme of 60 credits in General Studies as an exit award, designed for students who wish to transfer to another university with a Richmond qualification but without completing a full Bachelor's degree.

## International Internship Programme

An internship is a full-time work- learning placement for which the student is awarded academic credit. These placements are supervised; career-related work experiences combined with reflective, academic study that help students apply theoretical knowledge in the workplace.

This programme offers upper division undergraduate students the opportunity to take a full-time internship in London. The internship Programme is open to degree students who have successfully completed 75 credits with a minimum GPA of 2.75. For internships in Finance, Political Science and the World Internship Programme, the minimum GPA required is 3.0, and for Psychology 3.2.

Students intern in companies based in London and work on a full-time basis, four or five days a week over 9–11 weeks. Students taking the internship are also required to attend relevant seminars during the internship semester. Credit is awarded only after successful completion of all aspects of the programme. Students are subject to the specific rules and regulations outlined in the Internship Programme manual, and should particularly note the restrictions on withdrawing from an internship on page 31 of this catalogue. Internships are unpaid.

The programme benefits students by enabling them to:

- Apply academic training to practical situations in a professional setting
- Work alongside professionals and managers develop new skills and techniques
- Relate work experience to classroom situations
- Enrich employment opportunities and establish a work record for their résumé
- Acquire valuable experience and skills in a professional setting
- Gain insight into a career area and contacts in a relevant job sector

The internship is supervised and monitored by the workplace supervisor and a Richmond faculty member. Students are expected to apply for an internship by the published deadlines. Applications for summer and Fall internships are due in early March; and for spring internships, in early October.

Students complete an application, which should be sent to the internship office at 16 Young Street with a résumé and references from faculty to support the application. The application must be signed by the student's Academic Advisor. Students must also meet with a member of staff from the Internship Office.

Email [deborah.bird@richmond.ac.uk](mailto:deborah.bird@richmond.ac.uk) or [sarah.goodyear@richmond.ac.uk](mailto:sarah.goodyear@richmond.ac.uk) or telephone +44 (0)20 7368 8600.

The internship is offered in the following areas:

- ARH Art History and Visual Culture
- ADM Art, Design, and Media
- COM Communications
- ECN Economics
- FNN Finance
- HST History
- INB International Business
- INR International Relations
- MKT Marketing
- PLT Political Science
- PSY Psychology
- THR Theatre



# PROGRAMMES BASED OUTSIDE LONDON

## Florence and Rome Study Centres

Richmond University students have the opportunity to complement their studies in London with a semester, year, or summer at one of Richmond's two international Study Centres. The centres are in Florence and Rome, Italy. Although each centre has a specific academic focus, they both offer intensive study of Italian language and culture.

### Eligibility

The programmes are open to Richmond students who have accumulated at least 45 credits, who have established a Richmond cumulative GPA of at least 2.5, and who have completed ARW 3195 and ARW 4195 (The Academic Research and Writing Programme). Study Abroad students of sophomore status or higher, and with a cumulative GPA of 2.5, may also apply.

### Fees

Tuition and other fees are comparable to those charged at the home campus. Further details are available from the Dean of International Programmes or the Finance Office.

## The Florence Study Centre

The Florence Study Centre specialises in the study of fashion, studio and fine arts. Social Science and Business majors can also benefit from this outstanding educational opportunity. Situated in a major Renaissance city with a wealth of cultural resources, it is an ideal location for the intensive study of painting, drawing, sculpture, photography, and art history. Each participant's first semester begins with an intensive three-week Italian language course at Scuola di Lingua e Cultura Italiana per Stranieri in the historic town of Siena. This is followed by eleven weeks of study in Florence. With the exception of Italian language, courses are taught in English.

The Florence Study Centre also offers an internship programme consisting of a one-semester unpaid internship in the Florence area for 6 credits, plus a 2-week intensive language course for 3 credits. Students are also required to take a related course for 3 credits and the regular Italian course for 3 to 4 credits. Internships are available in a wide range of companies and institutions in international business, marketing, international relations, media, museums and galleries, social services and education.

### Facilities

The Centre is conveniently located in the Palazzo Michelozzi near the major cultural, historical and social attractions of this great Renaissance city, and consists of classrooms, art studios, offices, a library, and a student lounge. The Study Centre has cooperative links with a number of leading institutions, including the University of Siena, the University of Florence and, for photography, Studio Marangoni.

### Accommodation

In Florence students live in Italian homes or in student apartments which are carefully screened and supervised. The Centre makes the arrangements for students' accommodation (a list of approved lodgings is provided) but students pay directly to the families. Special rates have also been negotiated for dinner at a number of excellent Florentine restaurants, and a dinner voucher for each Monday to Friday night (five nights) is included in the cost of the programme.



## **Italian Language Programme**

Students are introduced to Italian life and culture and begin their Italian language studies with an intensive Italian Language course.

### **Italian Language**

ITL 103 (3 credits)	Elementary Italian I
ITL 104 (3 credits)	Elementary Italian II
ITL 203 (3 credits)	Intermediate Italian I
ITL 204 (3 credits)	Intermediate Italian II

### **Art History**

ARH 273 (1 credit)	Introduction to Italian Art
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### **Academic Programme in Florence**

Students continue their Italian language studies at the appropriate level. All Italian language courses are taught at the Centre.

### **Italian Language**

ITL 105 (1 credit)	Basic Spoken Italian
ITL 112 (4 credits)	Elementary Italian II
ITL 211 (4 credits)	Intermediate Italian I
ITL 212 (4 credits)	Intermediate Italian II
ITL 303 (3 credits)	Advanced Italian

### **Art History**

ARH 317 (3 credits)	Italian Fashion
ARH 323 (3 credits)	Masters of the Renaissance: Leonardo da Vinci
ARH 352 (3 credits)	Art in Context
ARH 340 (3 credits)	Italian Renaissance Architecture
ARH 358 (3 credits)	Museums and Galleries of Florence
ARH 359 (3 credits)	Modern Italian Art I
ARH 380 (3 credits)	Central Italian Early Renaissance Art
ARH 381 (3 credits)	Central & Northern Italian High & Late Renaissance Art

### **Business and Economics**

ECN 357 (3 credits)	International Economic Relations
INB 306 (3 credits)	European Business Environment
MKT 315 (3 credits)	Fashion Marketing & Merchandising

### **Communications**

COM 315 (3 credits)	History of Italian Cinema & Society
COM 461 (3 credits)	Fashion and Media

## History

HST 310 (3 credits)	Medieval & Early Renaissance Italy
HST 318 (3 credits)	Renaissance & Baroque Italy
HST 326 (3 credits)	History of the Italian Mafia
HST 331 (3 credits)	Social History of Italian Migration
HST 350 (3 credits)	History of Florence

## Internships

ARH 486 (6 credits)	Internship in Art History
COM 486 (6 credits)	Internship in Communications
ECN 486 (6 credits)	International Internship in Economics
EDU 486 (6 credits)	Internship in Education
INB 486 (6 credits)	Internship in International Business
MKT 486 (6 credits)	International Internship in Marketing

## Literature and Philosophy

LIT 327 (3 credits)	Italian Literature in Translation
LIT 328 (3 credits)	Dante in Translation: Text & Context
LIT 335 (3 credits)	Real and Imagined Journeys
PHL/RLG 310 (3 credits)	Mysticism and Magic in Medieval Renaissance Italy

## Music

MSC 307 (3 credits)	Gender and Sexuality in Italian Opera
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## Social Sciences

SCL 307 (3 credits)	Made in Italy: Symbols of Italian Identity
INR/SCL 313 (3 credits)	Globalisation – A European Perspective
SCL 317 (3 credits)	Sociology of Italian Soccer

## Studio Art

ADM 103 (3 credits)	Introduction to Drawing
ADM 215 (3 credits)	Painting in Florence 1
ADM 306 (3 credits)	Intermediate Drawing
ADM 307 (3 credits)	Advanced Drawing
ADM 311 (3 credits)	Painting in Florence 2
ADM 312 (3 credits)	Painting in Florence 3
ADM 341 (3 credits)	Photography for the Media

## The Rome Study Centre

The Rome Study Centre offers a programme that emphasises the study of Italian language and culture, art history, economics, and political science. Situated in one of the world's great capital cities, which is also the home of the Vatican and therefore holds a unique position in the Christian world, the Centre is the ideal location to experience the classical and cultural heritage of the Roman world. The Study Centre is located in Piazza Sant' Andrea della Valle in the very heart of Rome, a few steps away from Piazza Navona, Campo de' Fiori and the Pantheon.

The neighbourhood in which the Centre is located is one of the richest areas of Rome's historic centre. Within a short walking distance are some of the most well-known and best-loved of Rome's many sites - including sublime monuments, beautiful piazzas, bustling markets and lively cosmopolitan neighbourhoods. Sites such as the Spanish Steps, the Trevi Fountain, the Colosseum, the Roman Forum, and Trastevere may also be reached on foot in a few minutes.

The semester programme begins with an intensive two-week Italian language and orientation course in Florence. Programme staff move to Florence to supervise all aspects of the two week Orientation. Students take intensive Italian language courses and are offered a variety of cultural and social activities which include lectures on health and safety issues, Italian culture, visits to famous museums, churches and palaces of Florence. Highlights are day trips to Pisa to see the Leaning Tower, Cathedral and Baptistery, and to Siena to enjoy its medieval atmosphere, the famous shell-shaped piazza, the central cathedral and museums.

This is followed by twelve weeks of study in Rome, where the study of Italian continues as one course in the student's programme of four or five courses. With the exception of Italian language, courses are taught in English.

### Extracurricular programme

Throughout the semester a variety of social and cultural exchange activities are organised with Italian students, visits to major art attractions in the city and in the Roman countryside, outings to concerts, operas, plays, art exhibits and sporting events. A small additional fee may be required to participate in some of the activities. Should students want to organise visits to other parts of the city or Italy the Richmond staff are available to help plan and advise.

Students can participate in the volunteer programme, experience wine tasting, learn to cook Italian recipes, undertake internships, and follow weekend excursions to Venice, Pompeii, Capri and Naples to name a few destinations.

### Facilities

In addition to classrooms, the Richmond in Rome Centre houses administrative offices, a reference library, a computer lab with twelve computers and a laser printer, and two small student lounges. The centre has wi-fi, and students with their own laptops benefit from free internet access. Students and faculty regularly congregate in the welcoming spaces of the Study Centre to study and socialise.

### Accommodation

During the 2 week Orientation Programme in Florence, students stay in multi-bedded rooms in a centrally located hotel or residence.

In Rome, students live in supervised student apartments or with an Italian family. Apartments and families are contracted for the exclusive use of Richmond in Rome students and are located in different areas of the city.

Apartments are fully equipped with the essentials: basic kitchen supplies, furnishings, linen, pillows and blankets. All accommodation is within a 45 minute commute to the Study Centre.

### Meals

In Rome, students receive meal vouchers for five breakfasts and lunches (or dinners) each week. The vouchers are pre-paid and can be used in a large variety of selected cafes, restaurants, pizzerias, take-out and grocery stores. Typical meal facilities include family-run trattorias and pizzerias as well as deli and produce stores. The meal vouchers are meant as a supplement to students' own funds to purchase meals.

### Italian Language Programme in Florence for Rome

Students continue their Italian language studies at the appropriate level.

#### Italian Language

ITL 103 (3 credits)	Elementary Italian I
ITL 104 (3 credits)	Elementary Italian II
ITL 203 (3 credits)	Intermediate Italian I
ITL 204 (3 credits)	Intermediate Italian II
ARH 273 (1 credit)	Introduction to Italian Art (Viareggio and Siena only)

## Courses taught in Rome

Students continue their Italian language studies at the appropriate level.  
All Italian language courses are taught at the Centre.

### Italian Language

ITL 105 (1 credit)	Conversational Italian
ITL 112 (4 credits)	Elementary Italian II
ITL 211 (4 credits)	Intermediate Italian I
ITL 212 (4 credits)	Intermediate Italian II
ITL 303 (3 credits)	Advanced Italian

### Art, Design and Media

ADM 341 (3 credits)	Photography for the Media ( <i>Florence and Rome only</i> )
ADM 103 (3 credits)	Introduction to Drawing

### Art History

ARH 305 (3 credits)	Introduction to Renaissance and Baroque Art in Rome ( <i>Rome only</i> )
ARH 308 (3 credits)	Art and Culture of Rome: 800 BC – 2000 AD ( <i>Rome only</i> )
ARH 309 (3 credits)	The History of Ancient Art: Greece & Rome ( <i>Rome only Fall/spring</i> )
ARH 321 (3 credits)	Baroque Rome and its Monuments ( <i>Rome only</i> )
ARH 322 (3 credits)	High Renaissance Art ( <i>Rome only</i> )
ARH 328 (3 credits)	Caravaggio in Rome ( <i>Rome only Fall/spring</i> )

### Communications

COM 308 (3 credits)	Writing for the Media/Journalism in Italy
COM 315 (3 credits)	History of Italian Cinema and Society Florence and ( <i>Rome only</i> )
COM 362 (3 credits)	Adaptations: Literature and Cinema
COM 378 (3 credits)	Gender in Film

### Economics

ECN 357 (3 credits)	International Economic Relations Florence and ( <i>Rome only</i> )
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### History

HST 311 (3 credits)	Rome through the Ages ( <i>Rome only</i> )
HST 313 (3 credits)	Introduction to Modern Europe, 1870-1945 ( <i>Rome only</i> )
HST 325 (3 credits)	Culture & Society in Medieval Rome ( <i>Rome only Fall/spring</i> )
HST 326 (3 credits)	History of the Italian Mafia ( <i>Florence only</i> )

### International Business

INB 483 (3 credits)	Internship in International Business
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### International Relations

INR 306 (3 credits)	Human Rights
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### Literature

LIT 327 (3 credits)	Italian Literature in Translation ( <i>Florence and Rome only</i> )
LIT 329 (3 credits)	Classical Mythology ( <i>Rome only</i> )
LIT 330 (3 credits)	Roman Life & Thought: Reading Latin Literature in Translation ( <i>Rome only Fall/spring</i> )

### **Management**

MGT 358 (3 credits) Human Resource Management

### **Marketing**

MKT 301 (3 credits) Principles of Marketing

### **Philosophy**

PHL 305 (3 credits) History of Western Philosophy I (*Rome only*)  
PHL 306 (3 credits) History of Western Philosophy II (*Rome only*)

### **Political Science**

PLT 302 (3 credits) Italian Society: From Fascism to the Present (*Florence and Rome only*)  
PLT 331 (3 credits) Ethnicity and Identity  
PLT 359 (3 credits) The European Union in the New International System

### **Religion**

RLG 300 (3 credits) Comparative World Religions  
RLG 315 (3 credits) Religions and Cults of the Roman Empire (*Rome only spring*)

### **Social Sciences**

SCL 307 (3 credits) “Made in Italy”: Symbols of Italian Identity from Espresso to Ferrari  
SSC 483 (3 credits) Internship in Social Science



## **Richmond International Academic and Soccer Academy (RIASA)**

The Richmond International Academic and Soccer Academy (RIASA) is located in the City of Leeds, about 200 miles north of London in the centre of the UK.

Skilled soccer players with a desire to achieve professionalism in the sport have the opportunity to gain a degree that brings together the best in American business education and British sports training. Successful completion of the strong undergraduate academic programme will enable graduates to either pursue careers as professional sports persons or gain employment in associated business professions. <http://www.riasa.org/home>.

### **Eligibility**

To gain admission to the Academy, student athletes will be evaluated academically and athletically. All applicants must first contact the Richmond International Academic and Soccer Academy (RIASA) before making application to Richmond, the American International University in London.

To be considered for admission students should have completed 11 or 12 years of schooling, depending on the education system in their country, with a minimum of C+ (2.5 out of 4.0 GPA) in the American high school grading system.

If applicants have advanced placement credit or have completed an International Baccalaureate they will be considered as advanced students. This may entitle them to university transfer credits that will reduce the number of courses that they need to complete in order to graduate. Other types of transfer credit will be individually evaluated on a case-by-case basis. RIASA students should note, however, that because of the particular requirements of this four-year programme some credit may transfer as elective credit only.

### **Application Procedures**

Due to the dual structure of this programme, students report to the Academy in August each year, with classes beginning the first week in September. Priority deadline for application is 01 March for the Fall semester, with a deposit deadline of 01 May. Apply online at [www.riasa.org](http://www.riasa.org)

### **Fees**

This is a 40-week programme inclusive of academic and sporting activities (August 1st to May 1st playing and training season), for playing, housing and food during the semester, and this differs from the typical 30-week programme at U.S. universities.

The programme cost does not include special coaching programmes, summer school, books, or transport to and from the RIASA campus.

Students can apply for federal aid and student loans to attend the programme through Richmond, the American International University in London, and are eligible for Federal Aid and other loans as if attending an American University within the USA. Some scholarship awards based on their academic ability may also be available.

Students must study full time (a minimum of three academic courses) in order to meet UK visa requirements.

Because the degree programme is an Accredited American degree recognised by the relevant US agencies, US citizens and eligible permanent residents of the US may apply for Federal direct and PLUS loans on satisfactory completion of a FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The FAFSA deadline is 1st May. Richmond's school number is G10594. All of the Federal loan programme costs, attendance, satisfactory academic progress, and disbursement dates are associated exclusively with the academic programme. These loan conditions are the same as those for any other similar Richmond University degree programme. A complete list of financial aid options is available on pages 13–18 of this catalogue.

### **Facilities**

The RIASA programme is located in the modern and vibrant city of Leeds some 200 miles north of London. The RIASA academic and training programme is delivered at Leeds Metropolitan University. The Leeds metropolitan area is home to over 100,000 university students from more than 190 nations and 8 institutions of higher education, making the location the ideal centre for international business study. The Soccer portion of the programme draws from one of the richest professional soccer areas in the world with major clubs and academies throughout the area: Leeds United, Bradford City, Manchester United, Manchester City, Liverpool, Everton, and other clubs and soccer organisations.

### **Accommodation**

Students are housed in the Leeds Metropolitan University student accommodation. Standard accommodation includes single rooms, shared kitchen, and lounge.

### **The Joint Academic Sports Programme**

The degree programme reflects the main strands of Richmond University's mission, its commitment to liberal arts, multiculturalism, and to the employability of its graduates. Leadership is an integrating and unifying theme throughout the Business Administration degree programme, which prepares students for careers in the global workplace.

The degree in International Sports Management provides a multidisciplinary approach to managing in the global economy, including an understanding of cultural diversity, the theory and political economy of international trade and foreign investment, the global monetary system, and the strategy of international business. Additional sport electives allow students to focus the knowledge gained in the business courses to particular areas of sports interests.

The Liberal Arts Core Curriculum programme is based on the liberal arts educational philosophy that the most important aspect of becoming well-educated is to have a broad base of knowledge, and the first three semesters in this programme encourage exploration of a wide range of subjects and skills.

### **BA Degree in International Sports Management**

The degree programme is delivered within the framework of a US Liberal Arts undergraduate degree programme, where students complete 40 courses over 3.5 to 4 years (approximately 10 courses per year, with summer courses allowing for accelerated progress in some cases). Most courses carry 3 US academic credits with a total of 120 US academic credits in order to complete the degree. Students are provided with a broad range of skills in the key functional areas of business as well as an opportunity to develop a specialism in sports management.

The International Sports Management BA provides an applied and critical examination of the theory and practice surrounding the management and business of sports in various parts of the world. The increasing commodification of sport as a 'product' and the changes in consumer behaviour have resulted in a need to adopt a more professional and commercial orientation to the management of sport and to its business operations. Operating from a firm theoretical base, the degree provides an exploration of the central role and functions of sports management and provides students with a comprehensive and critical grounding in business management principles. It encourages the application of this grounding to practical and realistic settings in sport and leisure contexts and enables specialism in areas of particular interest such as sport marketing, healthy lifestyles, sport event management and coaching. The detailed requirements are found opposite:





## The BA in International Sports Management

The Liberal Arts Core Curriculum Requirements = 34–41 credits

### Lower Division Major Requirements

MTH 3110	Pre Calculus
MGT 3200	Foundations of Business
ECN 3100	Foundations of Economics
ECN 4105	Introduction to Microeconomics
MTH 4110	Calculus with Applications
MTH 4120	Probability and Statistics 1
MGT4200	Introduction to Business
ACC 4200	Financial Accounting
ACC 4205	Managerial Accounting
MGT 4205	Computer Applications in Management

### Upper Division Major Requirements

ECN 5200	Public Economics
FNN 5200	Corporate Finance
MKT 5200	Principles of Marketing
MGT 5210	Research Methods
MGT 5220	Legal and Ethical Concepts in Management

### Sports Management Core

SPT 5205	Exercise Nutrition and Lifestyle Management
SPT 5210	Sports Events Planning and Promotion
SPT 5215	Sports Management
SPT 5220	Sports Finance
SPT 5225	Sports Journalism
SPT 6205	Sports Law and Practice
SPT 6210	Talent Identification: Principles and Practice
SPT 6215	Team and Leadership Dynamics in Sport and Coaching
SPT 6220	Sports Marketing
MGT 6297	Senior Project

*plus* one elective (or internship) outside the major from the following list:

(NOTE: the chosen course may not act as the student's Level Three CC requirement)

INB 6205	Foreign Trade Policy
INB 6972	Internship in International Business
ADM 5210	Pixel Playground
COM 6205	PR and Self-Presentation in the Media
ECN 5100	Economics of Transition
PLT 6205	Policy Making in the Globalised World
PLT 5425	Modern China
MGT 6200	Competition and Strategy

## AA degree in Business Administration: International Business

This degree is a two-year US Associate of Arts degree providing an initial examination of the theory and practice surrounding management and business, with an examination of some elements of sports management in various parts of the world. Operating from a firm theoretical base, the degree provides an exploration of the central role and functions of sports management and provides students with a comprehensive and critical grounding in business management principles. It allows students to gain the liberal arts core curriculum credits alongside some major and sports concentration credits.

The Liberal Arts Core Curriculum Requirements = 34–41 credits

Lower Division Requirements = 27 credits

### Business Core Courses

MGT 4200 (3 credits)	Introduction to Business
ENT 4200 (3 credits)	Introduction to Entrepreneurship

### Quantitative and Economic Core

MGT 4120 (3 credits)	Probability and Statistics I
MGT 4200 (3 credits)	Calculus with Applications
ACC 4200 (3 credits)	Financial Accounting
ACC 4205 (3 credits)	Managerial Accounting
ECN 4105 (3 credits)	Introduction to Microeconomics
ECN 4110 (3 credits)	Introduction to Macroeconomics

### Writing and Information Technology Skills

MGT 4205 (3 credits)	Computer Applications in Management
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### International Sports Business Concentration

SPT 5215 (3 credits)	Sports Management
SPT 5210 (3 credits)	Sports Events Planning and Promotion

## COURSE INFORMATION

### A Guide to Course Designations

The following pages include descriptions of each of Richmond's active undergraduate and graduate courses. They are organised according to the list overleaf. The letters in the first column indicate the discipline designation used as part of the course identifier. The School or Department sponsoring the programme – either the Department of General Education (GenEd), or the School of Business & Economics (B&E), or the School of Communications, Arts & Social Sciences (CASS), or the campus (RIASA; Italy) – is shown in the third column.

Courses at the 3000 and 4000 level are generally offered only at the Richmond Hill campus, and courses at the 5000 level and higher are generally offered only at the Kensington campus.

In 2011-2012, Richmond engaged in a major project of mapping its US degree requirements onto UK regulatory frameworks. This involved defining every course in terms of UK CATS credits, and every course's level in terms of the Quality Assurance Agency's Framework for Higher Education Qualifications <http://www.qaa.ac.uk/Publications/InformationandGuidance/Documents/FHEQ08.pdf>

The course descriptions that follow are listed in alphabetical order of course designator, and a useful explanation of the credit-mapping project and a comparison of changes to course codes is available here <http://www.richmond.ac.uk/content/academic-affairs/course-codes-credit-mapping.aspx>



ACC	Accounting	B & E
ADM	Art, Design, and Media	CASS
AMS	American Studies	CASS
ARH	Art History	CASS
ART	Art	ITALY
ARW	Academic Research and Writing	GenEd
AVC	Art History and Visual Culture	CASS
COM	Communications	CASS
DEV	Development Studies	CASS
EAP	English for Academic Purposes	GenEd
ECN	Economics	B&E
EDU	Education	ITALY
ENG	English	GenEd
ENT	Entrepreneurship	B&E
ENV	Environmental Studies	GenEd
FLM	Film Studies	CASS
FNN	Finance	B&E
FYS	First Year Seminar	GenEd
HST	History	CASS
INB	International Business	B&E
IND	International Development	CASS
INR	International Relations	CASS
ITL	Italian	ITALY
JRN	International Journalism	CASS
LIT	Literature	CASS
MCL	Modern Chinese Language and Culture	GenEd
MGT	Management	B&E
MKT	Marketing	B&E
MSC	Music	ITALY
MTH	Mathematics	B&E
PHL	Philosophy	CASS
PLT	Political Science	CASS
PSY	Psychology	CASS
RLG	Religion	CASS
SCL	Sociology	CASS
SPT	Sports Management	RIASA
SSC	Social Science	ITALY
THR	Performance & Theatre Arts	CASS
VAM	Visual Arts Management & Curating	CASS

## COURSE DESCRIPTIONS – LONDON CAMPUSES

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ACC 4200	Financial Accounting	BE	3	12	An introduction to the accounting model, the measurement and classification of data and terminology essential to effective interpretation and use of financial statements, balance sheets and income statements. Underlying concepts are stressed and they are made concrete with illustrations. While mechanical and procedural details are explored, measurement and communication of data to external parties are emphasised.		Prereq: MTH 4120 Lecture Min Grade: D- Min Credits: 2.33
ACC 4205	Managerial Accounting	BE	3	12	This course introduces students to the generation of cost data for the preparation of proper, representative financial statements, and for optimal planning and control of routine operations and long range organisational goals. It focuses on the uses of formal cost accounting systems and quantitative techniques to make managerial decisions. Topics include: direct absorption income statements, job and process costing, allocation and proration, pro-forma and capital budgeting.		Prereq: ACC 4200 Lecture Min Grade: D- Min Credits: 2.33
ADM 3100	Making Your Mark	CASS	3	12	This course introduces students to a range of procedures and processes in order to investigate practical perceptual and conceptual concerns within Fine Art through a series of practical two and three dimensional tasks and assignments. Drawing plays an essential role in the development of ideas coupled with the manipulation of materials and media for creative goals, enabling students' to acquire knowledge and skills essential for their personal progression and development as artists. This course is designed to complement ADM 3105 Cycling The Square and as such they are an accumulative introductory experience to Art, Design and Media. A studio fee is levied on this course.	LV14	
ADM 3105	Cycling The Square	CASS	3	12	This course introduces students to a range of procedures and processes in order to investigate practical perceptual and conceptual concerns within Design practice through a series of two and three dimensional practical tasks and assignments. Drawing plays an essential role in the development of ideas coupled with the manipulation of materials and media for creative goals, enabling students to acquire knowledge and skills essential for their personal progression and development as designers. This course is designed to complement ADM 3100 Making Your Mark and as such they are an accumulative introductory experience to Art, Design and Media. A studio fee is levied on this course.	LV14	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 3150	Foundations in Ceramics	CASS	3	12	Introduces practical studio skills in ceramics. Students work on a number of projects in tile-making and ceramic sculpture and also learn some of the standard methods of ceramic decoration. Students learn how ceramics are glazed and how work is processed in the electric kiln. A studio fee is levied on this course.	LV14	
ADM 3155	Foundations in Painting	CASS	3	12	This course introduces the fundamental principles of painting. Students explore hands-on approaches to paint application, colour and composition through a number of set projects that result in the making of a final painted work. There is emphasis placed on the relationship between drawing and painting and a sketchbook is used to encourage and develop this. The course also includes one museum visit as part of the aim to contextualise the work produced in class within a broader context. A studio fee is levied on this course.	LV14	
ADM 3160	Foundations in Photography	CASS	3	12	This course concentrates on developing the student's visual intelligence via photography. Technically, students will learn to use digital Single Lens Reflex cameras and Photoshop for image workflow and editing. By looking at the work of a range of artists, students will be introduced to some of the theories that underpin photographic practice and consider photography's place and role in contemporary culture. Throughout the course students make images which finally result in an edited portfolio of photographic prints. A studio fee is levied on this course.	LV14	
ADM 3165	Foundations in Printmaking	CASS	3	12	This course introduces students to monoprinting, relief printing and drypoint. The relationship between ideas generation and the printmaking process is central, enabling images to be explored experimentally and sequentially while establishing sound basic techniques in printmaking processes. Drawing, photography and digital media play an important role as means for research and information gathering both visual and as text. A studio fee is levied on this course.	LV14	
ADM 3170	Foundations in Spatial Design	CASS	3	12	This course introduces students to the uses and organisation of space as a means for exploring sculptural and applied design solutions. Consideration is undertaken into how space can be measured, calculated and investigated through schematic drawing and drawing projection systems leading to individual applied design solutions. Students also engage in the manipulation of sheet material and construction methods in order to explore and discover personal expression in sculptural form. A studio fee is levied on this course.	LV14	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 4100	The Language of Art	CASS	3	12	A discursive topic based course designed to familiarise the student with the range of ideas, the varieties of form, the uses of imagery, and the nature of content in the visual arts. The material is considered from a practitioner's viewpoint. A studio fee is levied on this course.	LV2A	
ADM 4200	Introduction to Drawing	CASS	3	12	This course introduces the fundamental principles of drawing and students explore a range of basic principles relating to techniques and conceptual strategies. An experimental approach is fostered and projects include working from the imagination, observation and simple perspective methods. The course also includes one museum visit as part of the aim to contextualise the work produced in class within a broader context. A studio fee is levied on this course.		
ADM 4205	Cutting Edges	CASS	3	12	This course introduces students to workshop skills and the ability to make three dimensional art objects. It provides instruction in the use of tools, materials and construction methods as well as the use of mechanisms to explore kinetic possibilities leading to personal sculptural interpretations. Schematic and observational drawings play an integral part in the generation and realisation of ideas. A studio fee is levied on this course.		
ADM 4210	Stamping Authority	CASS	3	12	This course examines a range of print techniques where the processing of either pigment or light determines image-making. Students will learn cameraless photography, pinhole photography – including making a camera – and produce a three colour lino cut print. The course encourages the development of discrimination and has a focus on the interrelationship between different disciplines in art and design and the way in which they can be used for persuasive communication. A studio fee is levied on this course.		
ADM 4215	Developing Spaces	CASS	3	12	This course focuses on the study of typography and layout as fundamental tools for the practice of communication design. It explores the basics of type and layout design, using a diverse range of mediums and applications. History of graphic design has an important role in the course, as it frames and demonstrates the importance of this medium through practical exercises. A studio fee is levied on this course.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 5200	Video Production	CASS	3	12	A 'hands-on' video course involving most aspects of production from camera work and sound recording to editing and audio dubbing. The theory and practice of video technology are taught through a series of group exercises and out of class assignments. Students also study a range of classic videos and film as a means of understanding the language of the medium. A studio fee is levied on this course.		
ADM 5205	Off the Wall	CASS	3	12	'Off The Wall' is a penultimate year required course for Art, Design and Media students which examines the changes brought about in art production and display by the development and popularisation of Time-Based media (video), Sound Art, Performance Art and the Installation form. The course considers some of the works, including their conceptual underpinnings, created by a cross section of important artists who have been working in the areas listed above. Using that information as a spring board, students then make art which simultaneously develops their conceptual and practical skills in a selection of these areas.		
ADM 5210	Pixel Playground	CASS	3	12	This course focuses on the study of image making – both digital and hand made. Through art and design briefs, students will study and explore colour, composition, illustration and visual narratives. This course familiarises students with two core visual applications: Adobe Photoshop and Illustrator and serves as a prerequisite for most of the ADM digital courses.		
ADM 5297	Research and Writing Methods	CASS	3	12	This course prepares students to conduct significant, original research in the Art, Design and Media disciplines. Emphasis is placed on critical engagement with researched sources in conjunction with appropriate presentation and citation of sources used. A range of research processes are presented and discussed and opportunity provided to actively engage with these throughout the projects. Students are provided with input and feedback at all stages of their research and writing, both from the tutor and their peers.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33
ADM 5405	Photography: Theory and Practice	CASS	3	12	This course is designed to familiarise students with skills which combine visual research, photographic composition, analogue camera operation and printing, together with conceptual ideas, especially those of narrative photography. Students provide their own film and photographic paper. A studio fee is levied on this course. The University has cameras for student use, although it is recommended that students provide their own manual 35mm SLR camera. A studio fee is levied on this course.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 5410	Exploring Paint Media	CASS	3	12	Combines study of pigments and various water, acrylic, and oil-based media, their uses and technical characteristics with studies of style, composition, colour theory and visual appearance. Students undertake a number of practical projects designed to enable them to explore aspects of theory and the potentialities of paint and colour, both as ends in themselves and as components integrated into work in other media. Discussion and the sharing of ideas and perceptions are an important part of this course. A studio fee is levied on this course.		
ADM 6200	Contemporary Visual Culture I	CASS	3	12	Through theoretical and empirical insights into our image-based culture, this course deals with the multifariousness of contemporary visuality. It views traditional and media-generated images taken from various areas (art, design, film, print, photography, video, computer) in the context of life today. In a programme of gallery visits and theoretical discussions, students learn about visual representation and various ways of encountering the complexity of imagery in the twentieth/twenty-first century.		Prereq: ADM 5297 Lecture Min Grade: D- Min Credits: 2.33
ADM 6205	Contemporary Visual Culture II	CASS	3	12	This course complements the work undertaken in Contemporary Visual Culture 1. Additional contemporary theory is studied and its relevance to the understanding of current visual, sound and performance arts is explored by focusing on a variety of exhibitions and events available during the semester in London venues.		Prereq: ADM 5297 Lecture Min Grade: D- Min Credits: 2.33
ADM 6391	Going Public	CASS	3	12	The focus of this course is on identifying and developing skills necessary to make the transition from being a student to becoming a practicing artist/designer engaged with the professional world. To this end, projects include CV writing, postgraduate applications and grant funding as well as the logistics and theoretical aspects of presenting work to a greater audience through curating exhibitions, projects and online portfolios.		Prereq: ADM 5205 Lecture Min Grade: D- Min Credits: 2.33
ADM 6392	Fourth Bridge	CASS	6	24	This course provides an opportunity for a senior student to bring his/her various skills and ideas together and focus on an ambitious self initiated personal project. The proposed project is expected to be conceptually sound, well designed and structured, and technically competent. Upon completion, the work is exhibited and serves as a capstone presentation. Each student works under the supervision of a course coordinator and may also be assigned to a specialist technical advisor. Students purchase their own materials.		Prereq: ADM 6391 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 6400	Drawing on London	CASS	3	12	This course is designed to give students a deeper understanding of the role of drawing as an investigative process as well as an expressive means of communication. Drawing is used as a basic exploratory tool to examine London as the site for both subject – in particular, the river Thames - and as a research resource for the practice of drawing - especially the specialist departments at The Victoria and Albert and The British Museum. The course is divided between working in the studio and on location in London. The sketchbook is an essential aspect of the course in helping students to document the city, stimulate and develop ideas and as a reminder that drawing is a portable medium. A studio fee is levied on this course.		Prereq: ADM 4200 Lecture Min Grade: D- Min Credits: 2.33 Or ADM 4210 Lecture Min Grade: D- Min Credits: 2.33 Or ADM 5400 Lecture Min Grade: D- Min Credits: 2.33
ADM 6405	Printmaking Workshop	CASS	3	12	Intended for students who have acquired graphic skills in drawing, illustration, and computer graphics or who have experience of photographic printing. It aims not so much to give in-depth knowledge of particular printmaking processes as to stimulate a creative response to all areas of image making that involve printing. The course is practical in nature, although museum and gallery study, as well as some reading, is assigned relating to the techniques that are explored in class. A studio fee is levied on this course.		Prereq: ADM 4200 Lecture Min Grade: D- Min Credits: 2.33 Or ADM 4210 Lecture Min Grade: D- Min Credits: 2.33 Or ADM 5400 Lecture Min Grade: D- Min Credits: 2.33 Or ADM 5410 Lecture Min Grade: D- Min Credits: 2.33
ADM 6410	Book Art	CASS	3	12	This course enables students to produce their own book. The approach is focused on the book as an art object and students will explore the wide range of creative possibilities for book making as a serious form of personal expression and visual communication. Students will bring their own particular area of interest/specialism or they may develop an interdisciplinary approach. An integral component of this course is the study of the history of artists' books and students will actively engage with the key resource centres at The National Art Library in The Victoria and Albert Museum, The British Library and The Tate Library.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
ADM 6415	Studio Photography	CASS	3	12	A studio-based course in studio lighting (tungsten and flash), the medium format camera (Hasselblad 6cm x 6cm) and effective studio-based image making. Demonstrations are followed by student projects in the main areas of still life and portraiture. Negative and positive, black and white and colour film are employed, as well as the digital SLR. A studio fee is levied on this course.		Prereq: ADM 5405 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 6420	Colour Photography	CASS	3	12	Intended for students who already have an understanding of the camera and basic technical principles of photography. It introduces students to the major processes in colour photography both analogue and digital, and affords them the opportunity to develop a proficiency in these processes. Students learn about contemporary practitioners, notions, and issues regarding both the aesthetics and conceptual ideas related to colour photography. Students provide their own film and photographic paper. The University has cameras for student use, although it is recommended that students provide their own manual 35mm SLR camera. A studio fee is levied on this course.		Prereq: ADM 5405 Lecture Min Grade: D- Min Credits: 2.33
ADM 6425	Photojournalism	CASS	3	12	Concentrates on the reportage area of photography using digital equipment. Students learn about the history, nature, ethics, and techniques of photojournalism by studying the work of eminent practitioners and by shooting, printing and laying out a number of documentary style projects. This course is recommended for communications, journalism and social science students as well as photographers.		Prereq: ADM 3160 Lecture Min Grade: D- Min Credits: 2.33 Or ADM 5405 Lecture Min Grade: D- Min Credits: 2.33
ADM 6430	Communication Design: Type	CASS	3	12	This course focuses on the theory and practice of communication design, with emphasis on type-based solutions. It introduces students to the concept of graphic design as a social activity and projects include book design, grid systems and poster design. The course has an important theoretical component which includes visual culture and graphic design criticism.		Prereq: ADM 5210 Lecture Min Grade: D- Min Credits: 2.33
ADM 6435	Web Design	CASS	3	12	The course provides students with the core foundations and practical skills required to design a fully functional and interactive website. It offers a snapshot of the brief history and current status of the medium, and practitioners working within it. Web Design focuses on two main areas: preparation and design of a website, followed by the design/build ready for online publication. It is ideal for students who want to showcase a portfolio of work on the web.		Prereq: ADM 5210 Lecture Min Grade: D- Min Credits: 2.33
ADM 6440	Communication Design: Image	CASS	3	12	This course focuses on the study and application of image within the practice of communication design. Typical works include identity and logo design, pictograms/signage and poster design. The course has an important theoretical component which includes semiotics, visual culture and theory of image design.		Prereq: ADM 5210 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 6445	From Script to Screen	CASS	3	12	From Script to Screen explores the creative and practical aspects of script writing and advanced video production. The course is intended for students who have experience of video production and want to expand their knowledge and skills. Students will create and produce a video, starting from the inception of the idea through to the realisation of the idea as a finished film to be screened at the end of the course. Focusing on the journey from having an idea for a film through to writing a high spec script, students will learn how drama is represented in the written form, analyse and explore scripts from existing films and other forms of drama, and learn more about the film and TV industry and the place of screenwriting in it. In doing so, students have the opportunity to try the different 'parts' of film-making, from the creative and theoretical – writing, story boarding, workshopping, casting and directing, to the technical – camera operation, sound recording and video editing. PREREQUISITE: ADM 5200 OR PERMISSION OF THE INSTRUCTOR. Judgement will be made on the basis of submission on video or DVD of a video/film made by the applicant. Can be in any genre, but must demonstrate the ability to use a video camera and basic skills in sound recording and editing. A studio fee is levied on this course.		Prereq: ADM 5200 Lecture Min Grade: D- Min Credits: 2.33
ADM 6450	Animation and Motion	CASS	3	12	Intended for students who want to create moving image work within an art and design studio environment. The course provides a foundation in animation practice, its history and theory, enabling progress in the further fields of time-based media, motion graphics and video art. A major focus of the course is practical; students will learn and develop key skills in both digital and hands-on animation production methods.		Prereq: ADM 5210 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 6962	World Internship in Art, Design and Media	INT	6	24	<p>The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration.</p> <p>PREREQUISITE: 75 COMPLETED CREDIT HOURS UPON APPLICATION TO THE WORLD INTERNSHIP, GPA 3.0 FOR ALL MAJORS, 2 STRONG ACADEMIC REFERENCES.</p>		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 6972	Internship in Art, Design and Media	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. PREREQUISITE: 75 COMPLETED CREDIT HOURS UPON APPLICATION TO THE LONDON INTERNSHIP, GPA 3.0 FOR FINANCE AND PSYCHOLOGY MAJORS AND GPA 2.75 FOR ALL OTHER MAJORS. 2 STRONG ACADEMIC REFERENCES.		
AMS 3200	Foundations of American Studies	CASS	3	12	The course serves as a broad introduction to the interdisciplinary field of American Studies. The course aims to give the student a general understanding of key aspects of American history, politics and culture – stressing differences between the history, politics and culture of the United States and the rest of the Americas. Specific attention will be paid to the evolution of American Studies as a discipline.		
AMS 6200	Contemporary American Culture	CASS	3	12	This senior level American Studies course is international and interdisciplinary in scope. It focuses on 20th and 21st century questions of Americanisation and culture, examining discourses that have influenced and continue to shape the United States and its complex relations with the rest of the world.		Prereq: COM 5205 Lecture Min Grade: D- Min Credits: 2.30

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
AMS 6205	The American Presidency	CASS	3	12	This course studies the American presidency in a deliberately multi-disciplinary fashion, taking into account the history of the office, its place within the American system of government as well as its cultural impact. The course considers the origins, history and evolution of the presidency; addresses the powers and limitations of the office; examines the individuals who have sought and held the title and explore the continuing cultural impact of the American Presidency.		Prereq: PLT 5400 Lecture Min Grade: D- Min Credits: 2.33 Or INR 5400 Lecture Min Grade: D- Min Credits: 2.33
ARH 3100	Foundations of Art Across Cultures	CASS	3	12	This course focuses on key ‘moments’ of Western and non- Western art, and interaction between and across cultures. It includes an examination of art in antiquity, as well as cultural rediscoveries and cultural interaction (such as the Renaissance); colonialism and the exploration of “new worlds”, the impact of European travellers on indigenous artistic practices, constructs of Tradition, the Primitive and the Orient; and the ways in which contact with non-European cultures affected the development of modern European art. The course includes museum visits to introduce students to a wide range of art from antiquity to the present.	LV15	
ARH 5200	Museums and Galleries of London	CASS	3	12	Considers the nature of museums and art galleries and their role and function in our society and culture. Students study the workings of the art market and a variety of other topics that impinge upon it, such as conservation, restoration, the investment potential of art, and art world crime. Students visit many of the great London galleries and museums with their rich intercultural collections, as part of this course. A university-level survey of the history of international art is strongly recommended as a prerequisite.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
ARH 5400	British Art and Architecture	CASS	3	12	Considers British painting, sculpture, architecture, and interior design, in their cultural, social and political contexts. Students make regular visits to buildings, museums, with their rich intercultural collections, to discuss works on site.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
ARH 5405	The Renaissance: New Perspectives	CASS	3	12	This course challenges the common assumption that the Renaissance is a typically Italian phenomenon, paying particular attention to Northern Europe during the sixteenth and seventeenth centuries, with special reference to England, France, Germany and Flanders. Students are introduced to issues related to the Northern European interplay between political agendas, social structures and religious ideologies on the one hand, and visual art on the other. The course includes sustained engagement with the rich intercultural collections of museums and galleries in London.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARH 5450	Art In Context	CASS	3	12	This course gives students the opportunity to critically engage with some of the major themes, methods, and approaches in contemporary art. Weekly visits to museums, galleries, and exhibitions, with their rich intercultural collections, provide an opportunity for students to test theories put forward in class in front of original art works.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
ARH 5455	Stately Homes and Palaces of London	CASS	3	12	This course looks at London's historic past through the art, architecture, design and art collections of the area's palatial and stately residences. Drawing upon London's reputation as a 'museum metropolis,' the course uses a series of case-study houses and palaces to trace developments in architecture and interior design over nearly 1000 years, exploring how buildings are interpreted through discourses of power, prestige, and pageantry. Visits are made to key locations, providing students with valuable opportunities to practice analytic and connoisseurship skills.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
ARH 6962	World Internship In Art History	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the World Internship, GPA 3.0 for all majors, 2 strong academic references.		Prereq: Instructor Permission from: Deborah Bird

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARH 6972	Internship in Art History	INT	0	0	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		Prereq: Instructor Permission from: Deborah Bird
ARW 3195	Principles Of Academic Writing	GenEd	3	12	This course concentrates on developing the students' ability to produce effective and appropriate academic writing across the curriculum by focusing on a range of papers each of which typifies the requirements and expectations of a different academic discipline. As students in their first year of study not only take course in their major area of study, but also in other disciplines as part of the Core Curriculum, ARW 3195 is directly applicable to their academic writing needs. The course further concentrates on developing the critical reading and thinking strategies that academic writing requires. A combined process and product approach to effective and appropriate academic writing is implemented throughout the course, with students receiving individual instruction in addition to class tuition. This is the first course in the Richmond academic research and writing sequence.		Prereq: Placement Test English 3.0000 Or (EAP 3255 Lecture Min Grade: C Min Credits: 2.33 And EAP 3260 Lecture Min Grade: C Min Credits: 2.33 And EAP 3265 Lecture Min Grade: C Min Credits: 2.33)



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARW 4195	Principles Of Academic Research	GenEd	4	16	This 4-credit course focuses on the principles of good scholarship and academic practice that will be required throughout the students' studies. These are built up throughout the course so that students may, with increasing confidence, produce well researched writing that demonstrates both critical engagement with and the effective communication of self-selected academic topics, including one in their major. The course provides specific guided practice in researching, framing and presenting a thesis-driven argumentative paper, and in the production of a critically assessed literature review leading to a viable and justified hypothesis. To further each student's induction into academic literacy practice, there is discussion and critical analysis of a variety of media, professional and academic sources; advanced information literacy taught by a tutor librarian; discussion of reasons for and practices of citation and of the professional presentation of academic work. PREREQ: AT LEAST C- IN ARW 3195. AT LEAST B- IN ARW 3195 IF TAKING ARW 4195 IN SUMMER		Prereq: ARW 3195 Lecture Min Grade: C- Min Credits: 2.33 Or Placement Test English 4.0000
AVC 7100	Research Methods	GRP	4	20	Introduces students to the process of research, including the ability to work from libraries, exhibitions and institutional archives, and developing skills in visual literacy and academic writing. Students are encouraged to develop independence of thought by discovering, evaluating and making appropriate use of a wide range of approaches to research and writing. Complimenting the courses on theory, this course assists students with the identification of their own interests as they move towards choosing a thesis topic.		Postgraduate Students Only.
AVC 7102	Art and its Histories	GRP	4	20	Explores a range of theories and methods which situate art in its historical context, from the more traditional methods associated with formal analysis and connoisseurship (formalist, biographical, and iconographic) to more recent theoretical approaches (such as semiotics, feminism, psychoanalysis, deconstruction, Foucault). Students examine a variety of texts as strategies for determining and analysing different theories and methods, and their application to visual examples with a focus on the twentieth century: situating the modern and postmodern precursors to art of the twenty-first century.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
AVC 7103	World Art	GRP	4	20	Addresses issues that relate to the interpretation, perception and representation of the visual arts in other ('non-western') cultures, globally, with a focus on indigenous ('ethnographic') and prehistoric ('archaeological') art, known as 'World Art'. Students are encouraged to investigate issues that relate to engaging with art across cultures, and consider critically colonial/neo-colonial encounters and the representation and display of other cultures. A range of case studies will be examined, which may include the representations and interventions of indigenous peoples and prehistoric art in the Americas, Africa, Oceania and Europe.		Postgraduate Students Only.
AVC 7104	Contemporary Art	GRP	4	20	Engages students with the diversity of contemporary artistic practice in an international setting, situating this historically, conceptually and theoretically. Students will consider critically the diversity of and interface between contemporary visual practices on a global scale, situating these within current theoretical concerns, and examining a wide range of case studies and the social, cultural and political issues emerging from these. Extensive use will be made of London's galleries and thriving multicultural contemporary art scene, with examples drawn from such case studies as the Middle East, Africa, India, China, Russia, Europe and the USA.		Postgraduate Students Only.
AVC 7105	Visual Cultures	GRP	4	20	This interdisciplinary course examines a range of contemporary debates around changes in new media and markets as they significantly impact visual forms in today's globalised world. Integrating traditional elements of visual analysis and visual methodologies with new media and transmedia approaches, the course enables students to develop a conceptual framework within which to evaluate the role of the visual in contemporary society and culture. Throughout the course students will examine a range of examples and case studies chosen from conceptual, performance and installation art, graphic novels, graphic design and comics, design history, film studies, television and moving images, advertising, corporate communication, public art and other contemporary visually-engaged practices.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
AVC 7106	Professional Practices in the Visual Arts	GRP	4	20	Provides students with the concepts, knowledge, skills and experience required for successful placement in professional positions in a range of arts and cultural industries. Students develop their conceptual framework and knowledge, and topics may include the art market, gallery practice (management and administration), art law, museum education, private and public funding, curating, cataloguing, collections management, auction house procedures, press and marketing. Considerable use will be made of London's wealth of art galleries and museums, libraries and archives. Students will handle objects and this may involve site visits to museums, galleries, auction houses and related institutions.		Postgraduate Students Only.
AVC 7500	Thesis Research	GRP	4	20	For students working independently on their Masters thesis. The dissertation encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. The course is comprised of independent research and writing, overseen by a thesis supervisor, resulting in production of a 10-12,000 word thesis. Collaborative and supportive dialogue with the supervisor and fellow 'junior research colleagues' will involve advice on the research and writing process, suggestions for resources and research directions, and comments on draft chapters of the thesis.		Postgraduate Students Only.
AVC 7550	Extended Thesis Research	GRP	4	20	For students working independently on their Masters thesis. An extended thesis of 15,000-20,000 words is offered as an alternative to the mandatory internship. The dissertation encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. The course is comprised of independent research and writing, overseen by a thesis supervisor, resulting in production of a 15,000-20,000 word thesis. Collaborative and supportive dialogue with the supervisor and fellow 'junior research colleagues' will involve advice on the research and writing process, suggestions for resources and research directions, and comments on draft chapters of the thesis.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
AVC 7902	Postgraduate Internship Art History and Visual Culture	GRP	3	12	A part-time work placement of approximately three months (depending on the requirements of the organisation in question; a minimum of 9 weeks) within an organisation to enable students to participate in graduate level experiential learning and so develop hands-on skills and professional experience which will prepare them for work in a range of arts and creative cultural industries. Placements are supervised, career-related work experiences combined with reflective, academic study that help students 'learn by doing'. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student and the organisation to ensure that the placement is a successful one.		Postgraduate Students Only.
BIO 3100	Biology	GenEd	3	12	The basis for study is the human body. This course deals with the healthy body and what can go wrong, and how the individual can maintain his or her body as far as is currently understood. Topics include: cell structure; viruses and their effect; cancer; digestion; nutrition; circulation; immunity; the endocrine system and genetics.	LV12	Prereq: MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
BIO 3105	Human Biology	GenEd	3	12	Under the broad heading of 'the variety of life', this course deals with the structure of the living cell, patterns of life in the environment, evolution and a survey of the main phyla of plants and animals.	LV12	Prereq: MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
BIO 3130	Ecology: Principles and Applications	GenEd	3	12	This course will examine themes in the relationship between organisms and the environment. Students will study the natural history, ecology, geology and plant and animal adaptations in selected habitats. This course will also provide students with a broad understanding of the science of both ecosystem and evolutionary ecology, and this study of ecosystems integrates information from physics, chemistry and biology to provide the necessary basic science to understand the controls on photosynthesis, decomposition, and nutrient cycling across diverse terrestrial and aquatic landscapes. The demographic characteristics of populations and simple models of population growth and natural regulation as well as community structure, including competition, predation, species diversity, niches and succession.	LV12	Prereq: MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
BIO 3140	Turning Points In History Life Sciences	GenEd	3	12	A unique mix of history and science, this course follows the history of the Life Sciences using historical and scientific Turning Points. The course explores changing conceptions of living beings within the context of the intellectual, cultural, religious and social preoccupations of the time and geographical areas in which they arose. Specific areas include the natural philosophy of ancient Egypt, Mesopotamia, Greece and Rome, early Islamic and Chinese medicine, the European Renaissance and the founding of a scientific approach to the study of life in the 18th and 19th centuries. The culmination of biological thought in the 19th century is exemplified by Mendelian Genetics and the Darwin-Wallace theory of evolution, and the discovery of DNA in the 20th century provides a capstone to 10,000 years of scientific biological thought, exemplifying Unity in Diversity.	LV17	Prereq: MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
COM 3100	Foundations in Mass Media and Communications	CASS	3	12	This course provides an introduction to the study of mass media in contemporary modern societies. The course will pay particular attention to the production and consumption of mass media, including newspapers and magazines, television, film, radio, and the internet. Thus the course will encourage students to critically analyse the strategies of media giants, the impact of media ownership over democracy, the effects of media over culture, identities and public opinion. Each topic of the course will be examined with reference to contemporary examples of mass media.	LV13	
COM 4100	Introduction to Intercultural Communications	CASS	3	12	Reflecting strongly the mission of the University, this course provides a theoretical and practical foundation for the degree in Communications. It provides students with a strong sense of their own complex cultural identities before moving on to teach them the theories underlying the study of International Communication. There will be opportunities for practical applications of these theories in case studies, simulations, and project work.	LV2A	
COM 4105	Worlds of Music	CASS	3	12	This course aims to introduce students to the study of contemporary non-western popular music. This music, often derived from traditional 'folk' forms and originating in cities such as Kingston, Havana, Sao Paulo or Kinshasa, is just as likely to be heard today on the streets and in the clubs of 'global cities' such as London and New York . This course investigates these urban, culturally hybridised forms of popular music as representative manifestations of 21st century cultural globalisation.	LV2A	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 4200	Introduction to Visual Culture	CASS	3	12	This course explores images and representations across cultural and historical contexts: the way meaning and ideologies can be decoded from such cultural artefacts as advertising, photography, cinema, modern art, sculpture, architecture, propaganda and comic books. Through varied examples, it takes an introductory route through some of the most important cultural theories and concepts.		
COM 5100	Language and Society	CASS	3	12	The course examines the way language works in relation to communication and culture. Students study the systematic and structural aspects of language as a base for the exploration of broader questions, such as language and social class, identity, gender, technology, and bilingualism. The variety of languages spoken by students in the classroom provides a unique opportunity to explore language from international and intercultural perspectives.	LV3C	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
COM 5105	Modern Popular Music	CASS	3	12	An interdisciplinary course examining the historical, sociological, aesthetic, technological, and commercial elements of contemporary popular music. It deals specifically with the origins and development of contemporary popular music; the relationship between culture, subculture, style and popular music; and the production and marketing of the music. Audio-visual resources are combined with lectures, and where appropriate, field trips to concerts in London.	LV3C	Prereq: COM 3100 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 3100 Lecture Min Grade: D- Min Credits: 2.33
COM 5110	Masculinities and Feminisms	CASS	3	12	This course familiarises students with current debates in cultural and media studies related to the social construction and enactment of gendered identities. The first part of the course explores the impact of feminist politics and post feminist culture on the spectrum of masculinities. The second part adopts a cross-cultural perspective and considers the influence of global media on consumption practices and social change.	LV3C	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
COM 5115	Society Of Culture and Sub-Culture	CASS	3	12	Introduces the field of cultural studies by examining various concepts of culture, the positions taken in cultural criticism, and the relationship between social and cultural transformation. Emphasis is placed on differences between US and UK culture and the theory of subcultures.	LV3C	Prereq: SCL 3100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 5120	Adaptations: Literature and Cinema	CASS	3	12	This course deals with adaptations from literary texts, in the broad sense – novels, plays and comic books – to cinema and television. It engages with issues around the transition from one medium to another, debating questions of authorship and the relative advantages of different forms. Adaptations are discussed in terms of their historical and cultural contexts, and ‘faithful’ versions contrasted with ‘free’ adaptations which retain the tone and spirit of the original while deviating from the letter of the text. Prerequisite: At least one 4000-level COM course.	LV3C	Prereq: COM 4100 Lecture Min Grade: D- Min Credits: 2.33 Or COM 4105 Lecture Min Grade: D- Min Credits: 2.33 Or COM 4200 Lecture Min Grade: D- Min Credits: 2.33
COM 5125	Gender In Film	CASS	3	12	This course explores key concepts that have shaped the study of gender in film in the past 50 years. It considers different spectators’ viewing positions and analyses how historical and social changes in the construction of masculinities and femininities have shaped specific film genres. A variety of issues related to sexuality, race/ethnicity and non-western representations are also considered as students are encouraged to study film texts closely to make their own readings based on the semiotics of the film and the ideology behind it.	LV3C	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
COM 5200	Mass Communication and Society	CASS	3	12	In this course, "mass communications" is taken in its broadest sense, which may include cinema, television, newspapers, magazines, comics, and the Internet, as well as fashion and merchandising. "Society" involves the people who engage with those texts, from critical theorists to fans, censors to consumers. The course examines the relationship between texts and the people at various points during the twentieth and twenty-first centuries, from various cultural and national perspectives. Throughout the course, students are encouraged to test and debate established theories by bringing them to bear on everyday popular texts.		Prereq: COM 3100 Lecture Min Grade: D- Min Credits: 2.33
COM 5205	Cultural Theory	CASS	3	12	This course introduces key thinkers and concepts in the field of cultural studies. It focuses on theoretical approaches to questions surrounding historical, geographical and personal identity. A variety of theoretical approaches are discussed including, Postcolonial, Feminist, Postmodern and Critical Race perspectives. Similarly, a diversity of cultural topics will be explored. As such, the course provides a theoretical foundation to aspects of media practice (e.g., journalism, public relations, photography, film, video, graphic design, web design, popular music).		Prereq: COM 4200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 5210	Writing for Marketing and Business	CASS	3	12	This course examines the theory and practice of writing for marketing and business communications. Topics include: analysing the target audience, considering the medium and the format, writing for product branding, evaluating successful writing, and writing promotional materials in business and not-for-profit sectors. Students will analyse real world examples of effective marketing and business communications and their assignments will reflect contemporary standards in these practices. Students will have a variety of assignments where they will try their hand at writing an advertising copy and slogan, a persuasive business proposal, and effective press materials.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33
COM 5215	Political Communications	CASS	3	12	The course focuses on the role of political communications in the political process. It examines the relationship between governments, the media and the public in Western democracies, with emphasis on the UK and the US political systems. Starting with an overview of the role of the media in political theory, it moves to the examination of the origins and development of political marketing and public relations, the use of political advertising by political parties, and the representation of non-governmental actors in the media coverage. Furthermore, the course considers issues of national security and secrecy as well as changes in political communications brought about by the introduction of new technologies. Particular attention is given to the use of techniques and strategies during election campaigns. Prerequisite: At least one 4000-level COM, PLT or INR course		Prereq: COM 4100 Lecture Min Grade: D- Min Credits: 2.33 Or COM 4105 Lecture Min Grade: D- Min Credits: 2.33 Or COM 4200 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33
COM 5218	Celebrity and Fan Culture	CASS	3	12	Charts the development and critical context of contemporary celebrity and fan cultures. Outlines key theoretical approaches. Explores the topic through a variety of media, from artists like Andy Warhol, Lady Gaga, Eminem, and Alison Jackson, to fanfic and other fan culture artefacts. Considers the creation and reception of celebrity texts: for example, around Harry Potter, and fanhood as a performative critique of celebrity. Examines relevant PR and media strategies.		Prereq: SCL 3100 Lecture Min Grade: D- Min Credits: 3.00
COM 5410	Script Writing	CASS	3	12	Students are guided through the creative processes of writing scenes for the stage, TV, and film. The building of character and plot is examined as well as the industry standard formats for writing in these media. Group and team work is encouraged as well as discussions, critique, and analysis of the narrative techniques used in existing stage plays and films.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 6200	New Media	CASS	3	12	This course traces the historical development of new media, emphasising the social, political and cultural context of new media technologies. It introduces the students to a number of contemporary theoretical debates for understanding the role of new media in contemporary democracies and their impact on identity formation processes. Interfacing practical skills and critical thought, a number of key debates in digital culture are addressed through written texts and the investigation of internet sites and electronic texts.		Prereq: SCL 5200 Lecture Min Grade: D- Min Credits: 2.33 Or COM 5200 Lecture Min Grade: D- Min Credits: 2.33
COM 6205	PR and Self-Presentation	CASS	3	12	This course examines the theory and practice of contemporary public relations. Topics include: planning, the selection and use of appropriate public relations tactics, evaluation, how to handle media interviews and self presentation skills. As part of the course, students will examine and evaluate a real PR campaign and develop, budget, propose tactics for, evaluate and present a theoretical public relations campaign.		Prereq: COM 5200 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 5200 Lecture Min Grade: D- Min Credits: 2.33
COM 6296	Senior Seminar in Communications I	CASS	3	12	This research intensive course for the major is the first part of a two semester sequence taken in the Senior year. Students produce a research proposal, a literature review and a substantial draft that feeds directly into Senior Seminar 2 which culminates in a 8,000 - 10,000 word dissertation. Students are guided through the various stages of proposal and dissertation writing, and draft work is supervised regularly in a process of continuous feedback.		Prereq: SCL 5200 Lecture Min Grade: D- Min Credits: 2.33
COM 6297	Senior Seminar In Communications II	CASS	3	12	Senior Seminar 2 is second half of the research intensive course for the major. Building directly on the writing completed in Senior Seminar 1, students produce a 8,000-10,000 word thesis driven research paper. Students are guided through the various stages of drafting and revising their final dissertation, and orally present their research according to conference standards as part of the formative process.		Prereq: COM 6296 Lecture Min Grade: D- Min Credits: 2.33
COM 6391	Senior Project	CASS	3	12	In this practice-orientated course, students work together as a group to develop a body of work for a client outside the University. Students are required to use both their individual academic and technical skills (e.g., visual, journalistic, graphic) and their interpersonal communication skills in this final year course for communications students.		Prereq: COM 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 6400	Fashion and Media	CASS	3	12	This course traces the multiple connections between the fashion and media industries. It emphasises the material realities, pragmatic and creative dynamisms, fantasy components, and essential visuality of fashion. It also highlights how cities in general function as creative agencies for fermenting style and fashion ideas and attitudes.		Prereq: COM 4200 Lecture Min Grade: D- Min Credits: 2.33 Or COM 5200 Lecture Min Grade: D- Min Credits: 2.33 Or MKT 5200 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 5200 Lecture Min Grade: D- Min Credits: 2.33
COM 6405	Documentary Theory and Production	CASS	3	12	This course introduces students to documentary film theory and gives students hand-on experience in producing their own short documentary. Students will examine some of the major works of the genre and explore how documentaries, like other types of “factual” texts, can present evidence, argue persuasively, shape public opinions, as well as entertain. We will also analyse many theoretical debates posed by the genre, including the blurring of fiction and nonfiction, the shifting definition of “documentary” through the last century and the problematic assumption of objectivity. Students therefore have the opportunity to try the different ‘parts’ of documentary film-making, including researching and developing topics for a documentary production, writing a treatment or proposal for the film, shooting and interviewing in the field, as well as crafting a story during the post-production and editing process. Prerequisite: ADM 5200 or submission on video or DVD of a video/film made by the applicant. Can be in any genre, but must demonstrate the ability to use a video camera and basic skills in sound recording and editing.		Prereq: ADM 5200 Lecture Min Grade: D- Min Credits: 2.33
COM 6410	International Cinema	CASS	3	12	This course examines global cinema while considering the extent to which cultural, political, and historical contexts have influenced the form and grammar of film during the last century. The overall focus of the course is broad, ranging across more than eight decades and many different countries; it aims to study a variety of approaches to and theories of narrative cinema. During the semester, many international film "movements" are covered, which can include the French New Wave, the Chinese Sixth Generation, and Italian Neo-Realism. In addition, the representations of non-Western cultures from an “insider” and a “Hollywood” perspective are compared. Study Abroad Students may take this course with the permission of the instructor.		Prereq: COM 5200 Lecture Min Grade: D- Min Credits: 2.33 Or COM 5205 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 6415	Mainstream Cinema: Standard In Genre	CASS	3	12	This course investigates the development of genre films over a historical period. Students examine issues critical to genre studies, which can include iconography, key themes, authorship, and stardom. Specifically, through a study of film criticism and theory, students consider the evolution of a few popular genres from the 1920s to the present. The course also explores the idea that genre films necessarily retain basic similarities while changing over time to reflect cultural concerns and to keep audience interest. In addition, the course provides an opportunity for students to examine and compare the perspectives of Hollywood and non-Hollywood genre films. Study Abroad Students may take this course with the permission of the instructor.		Prereq: COM 5200 Lecture Min Grade: D- Min Credits: 2.33 Or COM 5205 Lecture Min Grade: D- Min Credits: 2.33
COM 6962	World Internship in Communications	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the World Internship, GPA 3.0 for all majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 6972	Internship In Communications	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		
DEV 3100	Development and Culture: Representation in Film Literature	CASS	3	12	This course introduces students to key ideas relevant to the study of culture and development, with particular emphasis on how the global South is represented through film and literature. It provides students with a broad understanding of the debates and issues related to globalisation and the politics of representation within various historical and cultural contexts. Relevant themes such as race, gender, identity, migration, wealth and poverty and the environment are explored across different regions including Africa, Latin America, Asia and the Middle East.	LV15	
DEV 4100	Rich World / Poor World	CASS	3	12	Provides students with an introduction to development studies, seeking to explain both the existence of and persistence of a Poor World from a political, sociological, historical and economic perspective. The course addresses numerous issues as they affect the Poor World, and studies relations both within and between Poor World and Rich World. Topics include colonialism and post-colonialism, processes of industrialisation, food security, inequality, nationalism, aid, democratisation, and conflict, as well as an introduction to theories of development.	LV2S	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
DEV 5100	Global Development Politics	CASS	3	12	Examines the global politics of development and of developing states, and various social, economic and environmental themes surrounding post-war attempts to promote development. The course will consider both development theory and practice in the context of globalisation, and provide an overview of the history of global development from economic miracles to failed states. A range of contemporary development debates and issues are addressed.	LV3S	Prereq: PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 3100 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4100 Lecture Min Grade: D- Min Credits: 2.33
DEV 6200	Sustainable Development	CASS	3	12	Examines the theoretical assumptions and practical outcomes of 'sustainable development'. The course explicitly focuses on the political, social and economic complexity of managing environmental issues in developing states. The tension between developmental and environmental issues is often a determining factor in the formation and implementation of policy at both national and international level, and sustainable development has provided a framework for managing these tensions.		Prereq: DEV 5100 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 5105 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 6410 Lecture Min Grade: D- Min Credits: 2.33
DEV 6205	Postcolonial Theory and Development	CASS	3	12	This course seeks to examine key arguments by theorists of postcolonialism and their implications for development studies. Postcolonial theory has offered some of the most profound critiques of Western modernity's self-representations and claims to truth and progress. Such critiques have significant potential to reconstruct dominant understandings of development, gender, social change and emancipation. Thinkers studied might include Edward Said, Gayatri Spivak, Frantz Fanon, Aime Cesaire, Aijaz Ahmad and Leopold Senghor. Themes studied might include empire, gender and sexual politics, representation, minorities in Europe and diaspora, decolonisation, resistance and liberation.		Prereq: DEV 5100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5100 Lecture Min Grade: D- Min Credits: 2.33 Or PHL 5400 Lecture Min Grade: D- Min Credits: 2.33
DEV 6296	Senior Seminar in Development Studies 1	CASS	3	12	This research intensive course for the major is the first part of a two semester sequence taken in the Senior year. Students produce a research proposal, a literature review and a substantial draft that feeds directly into Senior Seminar 2 which culminates in a 8,000 - 10,000 word dissertation. Students are guided through the various stages of proposal and dissertation writing, and draft work is supervised regularly in a process of continuous feedback.		Prereq: SCL 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
DEV 6297	Senior Seminar in Development Studies 2	CASS	3	12	Senior Seminar 2 is second half of the research intensive course for the major. Building directly on the writing completed in Senior Seminar 1, students produce an 8,000-10,000 word thesis driven research paper. Students are guided through the various stages of drafting and revising their final dissertation, and orally present their research according to conference standards as part of the formative process.		Prereq: DEV 6296 Lecture Min Grade: D- Min Credits: 2.33
DEV 6962	World Internship in Development Studies	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
DEV 6972	Internship in Development Studies	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		
EAP 3200	Academic Orientation	GenEd	3	12	This course provides English for Academic Purposes programme Stage 1 students with a thorough grounding in what it means to study in an English-medium institution of Higher Education. It provides a comprehensive overview of faculty expectations in terms of academic work and in-class participation, and familiarity with the academic support systems and assistance available to all Richmond students. It trains students in effective and acceptable methods of student-student and student-faculty communication. It develops key management and motivational strategies designed to maximise the effectiveness of study. It provides students with the tools to identify their own optimal learning styles and strategies, and inculcates effective habits and patterns of academic study. In so doing, it promotes learner autonomy and the self-reflective strategies that successful students learn to use. Note: if a student must repeat the English for Academic Purposes programme Stage 1 courses (EAP 3205, 3210 AND 3215), the student who passes EAP 3200 will not be required to repeat this.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
EAP 3205	Fundamentals of Academic Syntax	GenEd	3	12	This course aims to make students more fully conversant with the grammatical and syntactical complexities of written academic English. Grammatical and syntactical structures are revised and extended; ample written practice is given. The student is encouraged to be both adventurous as well as accurate in his/her academic written expression. Students require a minimum grade of C on this course in order to progress to the next stage of the EAP sequence.		
EAP 3210	Fundamentals of Academic Reading	GenEd	3	12	The focus in this course is on developing students' academic reading skills. Students' reading skills are built up progressively, using texts covering a wide range of subjects from Business-related topics to themes covered in introductory Social Science courses. Students are taught a variety of reading strategies; they also receive regular practice in the skills of skimming, scanning, paraphrasing, note-taking and summarising. Students require a minimum grade of C on this course in order to progress to the next stage of the EAP sequence.		
EAP 3215	Fundamentals of Academic Writing	GenEd	3	12	Students taking this course will be expected to show considerable development in their academic writing skills. Students are taught the importance of the following: analysing an essay question; brainstorming; planning; writing a thesis statement; producing paragraphs that have a clear, controlling idea; ensuring smooth transitions both within paragraphs and from one paragraph to the next; avoiding plagiarism; proofreading their work; presenting it in an appropriate format. Students are expected to produce essays on a wide range of topics, for which relevant reading will have been covered in advance. Students require a minimum grade of C on this course in order to progress to the next stage of the EAP sequence.		
EAP 3255	Fundamentals of Conceptual Thinking	GenEd	3	12	The focus of this course is on developing students' ability to deal with concepts. Students will be shown how concepts can be both assimilated and manipulated. This is an essential skill to master, as it lays the foundation for the critical thinking skills that form an integral part of degree level work. Practice will be given in using conceptual vocabulary in essays and discussions and students will be expected to summarise different and sometimes contradictory theories and apply them critically. A minimum grade of C on this course is required for students to progress to ARW 3195, Principles of Academic Writing.		



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
EAP 3260	Fundamentals of Academic Research	GenEd	3	12	This course focuses on the key academic reading skills that students need for university-level research. While developing these skills, students receive ample practice in reading a wide range of written texts, specifically chosen with their future studies in mind. Students are made aware of typical characteristics of academic texts and the need for citation to acknowledge the work of others. They are given regular, graded practice in comprehension, inference, vocabulary learning strategies, summary and synthesis work. The difference between intensive and extensive reading is emphasised. A minimum grade of C on this course is required if students are to progress to ARW 3195, Principles of Academic Writing.		
EAP 3265	Fundamentals of Academic Communication	GenEd	3	12	The emphasis of this course is on the development of students' academic writing skills. Students review the grammatical and syntactic structures that underlie clear, academic prose. They are given practice in structuring an essay in order to guide the reader. They use reading skills learnt in EAP 3260 to extract information from reading materials, drawn from a wide range of sources, in order to inform and give substance to their own written work. They are required to respond to the key terms in essay questions and implement the appropriate rhetorical model (comparison/contrast etc.) in order to fully address the task. Students must obtain a minimum grade of C on this course in order to be able to progress to ARW 3195, Principles of Academic Writing.		
ECN 3100	Foundations of Economics	BE	3	12	This course will introduce students to the foundations of microeconomic and macroeconomic theory and to aspects of international economics and development economics. The fundamental concepts address the behaviour of consumers and producers, the role of the government and to economic policies to influence economic growth, inflation or unemployment. The course also explores reasons for trade between nations and the role of currencies. You will also come across some answers as to why some nations are poor and some are wealthy.	LV13	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ECN 4100	Introduction to Economics of Development	BE	3	12	Both global in its emphasis and multicultural in its outlook, the course addresses issues of developing countries from the perspective of elementary economics. The course introduces you to reasons for a lack of economic development. This could for example be the type of product that low income countries export, the climate or geography of the nation or its political situation. We will investigate indicators for economic development and look at the distribution of wealth across the globe. The course intends to teach students to critically appraise means by which the less well off countries could improve their living standards. We draw heavily on country cases to exemplify situations, the material used is current and draws on an interactive study approach for its dissemination to students.	LV2B	
ECN 4105	Introduction to Microeconomics	BE	3	12	An introduction to basic economic methodology. Within a framework of supply and demand analysis, the behaviour of producers and consumers is examined in the context of the efficient allocation of scarce resources in society.	LV2B	Prereq: ((MTH 3110 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 3.0000) And ECN 3100 Lecture Min Grade: D- Min Credits: 3.00)
ECN 4110	Introduction to Macroeconomics	BE	3	12	This course introduces students to a theoretical treatment of national income and its key component parts. Macroeconomic models are used to examine policy issues and contemporary problems relating to output, income, spending and employment as well as inflation and growth.	LV2B	Prereq: (ECN 3100 Lecture Min Grade: D- Min Credits: 2.33 Or (MTH 3110 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 3.0000))
ECN 4115	Modern Economic History	BE	3	12	This Course covers the development of the world economy since 1750, examining the process, causes and factors favouring industrialisation, and later deindustrialisation, in the major countries involved. Differences and similarities between countries are analysed, along with institutional factors and government policies.	LV2B	Prereq: MTH 3000 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
ECN 5100	Economics of Transition	BE	3	12	This course takes a case study approach to the examination of the challenges of economic transition in its broadest sense. The progression of material covered on the course is from economic theory to the study of policy options adopted by the global multi-lateral lending agencies in the 1980s, 1990s and to the present day. The case studies used are intended to illustrate the theory and the policy framework discussed. Questions such as what priorities led to the changes in Eastern Europe and whether trade and price liberalisation schemes can work and at what cost, will be studied.	LV3B	Prereq: ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ECN 5105	Economic Problem of Developing Countries	BE	3	12	This course discusses questions such as: 'Why does the level of economic prosperity vary between countries? How is the difference itself to be measured? What is the range of measures available to improve the lot of the world's poorest inhabitants? What role can organisations such as the IMF and the World Bank take in this process? On this course you will be exposed to a range of material designed to encourage you to link theory to the practical implications faced by policy makers and the policy choices they make.	LV3B	Prereq: ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33
ECN 5200	Public Economics	BE	3	12	This is a course in theoretical and applied public economics using microeconomic theory. The course addresses the theoretical analysis of market failure, public finance, taxation and expenditure systems in modern economies and discusses philosophical issues of economic welfare.		Prereq: (ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And (MTH 3110 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 3.0000))
ECN 5205	Intermediate Microeconomics	BE	3	12	This course offers an intermediate approach to of microeconomics with a greater emphasis on quantitative approaches to problem-solving. More attention is paid to imperfectly competitive market structures and the corresponding market outcomes. The course addresses imperfect market structures and alternative models to the traditional theory of the firm.		Prereq: MTH 4110 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4105 Lecture Min Grade: D- Min Credits: 2.33
ECN 5210	Intermediate Macroeconomics	BE	3	12	Relates macroeconomic theory to the problems of government and central banks, emphasising the applicability of macroeconomic theory to the instruments and targets of macroeconomic strategy. Illustrative material is drawn from the UK economy and elsewhere. The problem-based approach enables students to gain an understanding of the techniques and relevance of conceptual analysis.		Prereq: ECN 4110 Lecture Min Grade: D- Min Credits: 2.33
ECN 5400	Managerial Economics	BE	3	12	This course involves the application of microeconomic decision tools to managerial problems of the firm. Objectives and the determinants of those objectives are studied, including profit, demand, production and cost analysis. Specific topics include managerial decision-making, decision theory, break-even analysis, and price determination.		Prereq: ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4120 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4110 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ECN 6200	Econometrics	BE	3	12	Theory and applications of statistical techniques relating to economic decision-making both at micro and macro level. Model building involving testing hypotheses, parameterisation, and forecasting. Case studies in business decision-making, computer models of national economic forecasts.		Prereq: ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 And MTH 5120 Lecture Min Grade: D- Min Credits: 2.33
ECN 6205	Behavioural Economics	BE	3	12	Behavioural economics involves examining the assumptions underlying 'standard' economic theories and models and revising these assumptions and models to place them on a more realistic psychological foundation. The overall objective is to increase the explanatory power of economic theories and to enable more accurate predictions to be made from such theories.		Prereq: ECN 5205 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 5400 Lecture Min Grade: D- Min Credits: 2.33
ECN 6210	International Economics	BE	3	12	The course aims to familiarise students with the principles of international economics. The theories of international trade and international monetary economics will be considered. These concepts are essential for understanding and evaluating international economic situations and problems. In particular, the course considers international specialisation, the development of world trade, commercial policy, balance of payments, foreign exchange rates and payment mechanisms as well as current developments within the international economic framework.		Prereq: ECN 5205 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 5400 Lecture Min Grade: D- Min Credits: 2.33
ECN 6297	Senior Project	BE	6	24	Following a literature survey in the early part of the semester, students will conduct individual research work. The instructor will facilitate the process through regularly scheduled meetings.		Prereq: MGT 5210 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ECN 6962	World Internship in Economics	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		
ECN 6972	Internship in Economics	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ECN 7100	Economics for Business	GRP	4	20	This course aims to enable students to apply key economic principles and theories to business decision-making and strategy setting. In particular, focus is placed on how, in an ever-changing environment, Economics can help identify and analyse business opportunities and risks.		Postgraduate Students Only.
ENG 3195	Writing From The Creative Impulse	GenEd	3	12	During interactive class sessions, student creative writing is investigated, developed and refined. As part of this process, similarities and differences that exist between academic and creative writing are identified. Through class work that explores the creative impulse and fosters engagement with a variety of texts as a springboard, students are steered through multiple drafts of their work towards the attainment of a professional level of written presentation. Each student creates a portfolio of work during the semester, and this is assessed at the end of the course.	LV14	Prereq: ARW 3195 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test English 4.0000
ENG 5195	Creative Writing: Towards a Collection	GenEd	3	12	In this writer's workshop students submit examples of their work for critical consideration by the instructor and other members of the class. Impetus is given to the writing tasks through the close reading and discussion of a selection of writing from different genres and cultures. Students identify aspects of poets' and fictionists' craft and develop an awareness of narrative structure with which to shape their own projects through a feedback-driven revision process. By the end of the semester, each student will have produced a collection of finished poems and pieces of short fiction.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33
ENT 4200	Introduction to Entrepreneurship	BE	3	12	This course provides an introduction to the concept and practice of entrepreneurship. The course intends to provide the 'big picture' on entrepreneurship, but to also cover a number of key micro issues relating to the more numerous small businesses that make up the majority of all business activity in societies everywhere. The course readily acknowledges that there is no single theory or model of entrepreneurship; but this lack of a distinct theoretical spine provides the course with its strongest advantage as this provides for an opportunity to present a multiplicity of case work and concepts. The emphasis is on comparing the diversity of approaches found within the world of the entrepreneur.		Prereq: MGT 4200 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4105 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ENT 5200	Entrepreneurial Theory and Practice	BE	3	12	This course is designed to provide students with an understanding of enterprise at the individual, firm and societal level of inquiry. The Course will enable students to understand theories of entrepreneurial behaviour, innovation and wider societal issues and enable them to relate such theories to practice. They will also simulate an understanding of the behaviours of an entrepreneur placed within the dynamic of business. The purpose is to enable students to be aware of the importance of enterprise in the economy.		Prereq: ENT 4200 Lecture Min Grade: D- Min Credits: 2.33
ENT 6200	Entrepreneurship and Business Development	BE	3	12	This course discusses several key concepts in entrepreneurship and business development from a strategic viewpoint. It will also cover the different types of entrepreneurial approaches found such as social, serial and lifestyle. The course covers the role of business and the nature of uncertainty, innovation in the context of business, new business formation (measuring start-up activity, new entrepreneurs and social networks), business growth and business closure, all of which is given a strategic angle. Students also learn about finance and small business and development strategies designed to develop business.		Prereq: ENT 5200 Lecture Min Grade: D- Min Credits: 2.33
ENT 6205	Entrepreneurship and Family Business	BE	3	12	Family business makes up over three quarters of all business in Europe and the US and contributes significantly to GDP. Family firms can be small but some of the best known large-scale companies including Mars, Ford, IKEA and Wal-Mart - to name a few - are family controlled. This course provides analysis of, and insights into, the behaviours and dynamics of family firms run over time. The course is structured to enable students to confront theory with practice. Both the macro and micro family firm issues are considered and students will explore the long-term role of family firms in modern economies. These issues are confronted with case study material. The study of family business is naturally multidisciplinary, drawing a wide range of management disciplines as well as economics, finance, business history and sociology.		Prereq: ENT 4200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ENT 6210	Entrepreneurship Strategy	BE	3	12	Most of the literature and research on business development relates to the management of large, slow to change corporations. In a world where change is continuous and disruptive, such organisations and methods of development are being called into question and in this course attention is focused on the entrepreneurial organisation and how it needs to be managed and developed, strategically, if it is to compete successfully and retain its entrepreneurial drive and focus. Entrepreneurship, with its emphasis on innovation, is seen to be the means by which both businesses and economies achieve sustained competitive advantage.		Prereq: ENT 5200 Lecture Min Grade: D- Min Credits: 2.33
ENT 6962	World Internship in Entrepreneurship	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ENT 6972	Internship In Entrepreneurship	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		
ENT 7100	Entrepreneurship Management	GRP	4	20	Entrepreneurship is not limited to small business start-up. In this course, students will explore the nature of entrepreneurial and innovative management within established organisations linked with organisational cultures and systems. This course provides all the perspectives on the creation and evolution of entrepreneurial ventures. It covers important aspects of launching a business from initial idea to growth and international expansion. It considers planning, marketing, financial, legal, control and human elements associated with the start up, acquisition or operation of a business from the entrepreneurial point of view. It also deals with the special considerations associated with the management of a family business. The course will address the need to manage effectively in environments that are uncertain and complex, and where appropriate strategic responses have to be crafted in recognition of limited resource and indeterminate outcomes.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ENV 3100	World Regional Geography	GenEd	3	12	This course offers a basic introduction to regional and social geography through selected regions of the globe. The course will include historical and modern aspects of geography, basic geographical terminology, population patterns and demography, the influence of poverty and affluence, and basic medical geography. All topics will be approached from a cultural and environmental perspective.	LV15	
ENV 3110	Foundations of Geology	GenEd	3	12	Introduces the evolution, physical structure and composition of our planet. Topics covered include the interaction of the lithosphere, hydrosphere, atmosphere and biosphere. Issues associated with minerals, volcanoes, sediments, weathering, glaciers, oceans, earthquakes and global tectonics are also discussed.	LV12	Prereq: MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
ENV 3120	Energy: A Global Perspective	GenEd	3	12	A basic introduction to the major themes of modern and historical energy use, this course covers the basic science of energy use and technology and the history and science of humankind's spiralling and sometimes insidious drive for new forms of energy. From pre-history through to the industrial revolution and beyond this course takes a historical, environmental and comparative approach to the development of animate power, windmills, watermills and traditional uses of biomass, through to the industrial revolution and the modern use of fossil fuels, including electricity generation. Investigations of more modern energy use such as nuclear fission and fusion, along with renewable technologies such as wind turbines, hydroelectrics, solar, geothermal, biomass and fuel cells allow the course to explore the possibility of managing energy sources for the benefit of all.	LV17	Prereq: MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
ENV 3125	Foundations in Environmental Studies	GenEd	3	12	A basic introduction to the major themes of Environmental Studies, this course covers basic ecology, environmental ethics, and environmental science. Well known environmental issues such as global warming, ozone depletion, acid rain, pollution, and population issues are addressed from scientific, economic, politico-sociological and ethical standpoints. An awareness and appreciation of global, local, and personal environmental problems are developed, together with the implications of possible solutions. The concept of interrelatedness is a unifying theme throughout the course.	LV12	Prereq: MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ENV 3130	Natural Hazards and Environmental Change	GenEd	3	12	Natural hazards are becoming increasingly frequent and are exacting an increasing toll on our planet. This course aims to show how these hazards and environmental change are intimately linked. A combination of global warming and increased vulnerability seems that few parts of our planet will escape these effects in the coming years. The direct or indirect effects of flood, windstorm, wildfire, earthquakes, volcanic eruptions and other geophysical events will be examined in detail. However, until a hurricane obliterates Miami or wildfires obliterate London the dramatic influences on our environment will be continued to played down or even disregarded.	LV12	Prereq: Placement Test Mathematics 2.0000 Or MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33
ENV 3135	Endangered Species: Ecology and Conservation	GenEd	3	12	This course will introduce students to the fundamentals of the science of ecology through a study of ecosystems, conservation, biodiversity, and selected endangered or threatened species. The course will address natural and anthropogenic causes of species' decline and extinction and possible conservation techniques that are, could be, or could have been, used to reverse the extinction or decline. As well as some typical 'poster species', other less well know but equally important species will be discussed.	LV12	Prereq: Placement Test Mathematics 2.0000 Or MTH 3000 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33
ENV 5200	Environmental Ethics: Green Principles	BE	3	12	This course is designed to develop students' understanding of the concepts of environmental ethics through an analysis of historical and modern issues. The role of humans within nature and anthropogenic effects upon nature will be discussed along with typical environmental issues such as climate change, pollution, population issues, energy issues, conservation, women in the environment, and animal rights.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33
FLM 4200	Introduction to Film Studies	CASS	3	12	This course explores film as a medium across cultural and historical contexts. It covers films in its varied form, from the first projections in the late 19th century to online distribution today. Using examples of noteworthy films, it takes an introductory examination of the most important film theories and concepts, in the process examining how ideologies and meanings are imbedded in this vibrant medium.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FLM 4205	Film in the Americas	CASS	3	12	This course introduces students to the theory and practice of transnational cinema, focussing specifically on film in the Americas. It begins with exploring Hollywood's changing representations of national, ethnic and gender differences and its historical domination of world film markets. A variety of counter hegemonic responses of filmmakers from former colonial and less developed countries in the region are considered. The course also examines the role that television and new media technologies have played in shaping contemporary film studies within the context of identity politics and trans-border narratives.		
FNN 5200	Corporate Finance	BE	3	12	Examines the financial needs of corporations and the range of mechanisms available to meet them. The concept of the time value of money is studied and applied to several decision models in capital budgeting and investment valuation. Other basic theories of finance examined include risk and return and financial statement analysis. Different financial requirements are examined with an emphasis on a comparison of internal and external sources of funds and their relative availability and cost. Covers topics such as capital budgeting, cost of capital, dividend policy, capital structure, current asset management and portfolio theory.		Prereq: ACC 4200 Lecture Min Grade: D- Min Credits: 2.33 And ACC 4205 Lecture Min Grade: D- Min Credits: 2.33 And MGT 4205 Lecture Min Grade: D- Min Credits: 2.33
FNN 5205	Principles of Investment	BE	3	12	Focusing on financial investment, the course familiarises the student with a range of financial instruments and capital market operations, including new issues, trading, and the role of financial intermediaries in the investment market. Investment companies are investigated. Fundamentals of portfolio theory are introduced and applied to investment management. Valuation of fixed-income securities, equity instruments, and common stock is discussed on the basis of modern capital market theory. The course introduces financial derivatives, including options, futures, forward rate agreements, and interest rate swaps, and relates the use of derivatives to fixed-income investment, portfolio analysis, and interest rate risk management.		Prereq: FNN 5200 Lecture Min Grade: D- Min Credits: 2.33
FNN 5210	Financial Statement Analysis	BE	3	12	The course focuses on how financial statements are used to make informed lending and investment decisions. Effective financial statement analysis requires an understanding of accounting principles and the differences between financial reporting and economic reality. The course provides a comprehensive examination of financial reporting systems, principal financial statements, inventory analysis, long-term asset analysis, income taxes, financial liabilities, lease analysis, off-balance sheet assets and liabilities.		Prereq: FNN 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FNN 6200	Money and Banking	BE	3	12	This course focuses on the role of money and other financial instruments within the macro economy. The operations and behaviour of commercial banks and other financial institutions is examined from a strategic viewpoint, along with the role of central banks and regulators. Some of the controversies about the effectiveness of regulatory and monetary policies are also discussed.		Prereq: (ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33)
FNN 6205	Quantitative Models in Finance	BE	3	12	This is a comprehensive course that focuses on model-building and quantitative methods used by professionals engaged in finance and investments. The course focuses on applying mathematical formulas utilising Microsoft Excel across a broad range of financial and investment situations. The primary focus of the course is on corporate valuation and its utilisation.		Prereq: FNN 5205 Lecture Min Grade: D- Min Credits: 2.33 And FNN 6200 Lecture Min Grade: D- Min Credits: 2.33 And FNN 5210 Lecture Min Grade: D- Min Credits: 2.33
FNN 6210	Financial Institutions and Markets	BE	3	12	This course introduces the student to the spectrum of financial institutions that operate in the global economy—depository, contractual and investment institutions—and the wide array of markets in which they trade. The economic roles of the financial institutions and major trends in the financial system are analysed within the existing regulatory environment. Significant focus is devoted to operational issues in the financial system, particularly regarding risk: interest rate risk, liquidity risk, market risk, credit risk, operations risk, technology risk, as well as foreign exchange, political and sovereign risks. The course discusses key regulatory issues, as well as introducing Islamic finance.		Prereq: ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 And FNN 5200 Lecture Min Grade: D- Min Credits: 2.33
FNN 6400	Derivatives	BE	3	12	This course provides an analysis of financial economics of exchange-traded futures and options and selected over-the counter derivatives. The course covers areas which include the market structures of the futures and options markets, the valuation of futures and options contracts, as well as their use in global risk management strategies.		Prereq: FNN 5200 Lecture Min Grade: D- Min Credits: 2.33 And FNN 5205 Lecture Min Grade: D- Min Credits: 2.33
FNN 6405	The Global Investor	BE	3	12	This course critically considers the tools and techniques available to the contemporary investor facing a near-global financial system. A consideration of the practical implementation of modern portfolio theory (MPT) across a broad range of instruments, including standards for individual instrument selection, leads to critical analysis of its conceptual foundations. Alternatives are considered, including APT, fundamental analysis and technical analysis.		Prereq: FNN 5200 Lecture Min Grade: D- Min Credits: 2.33 And FNN 5205 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FNN 6410	International Finance	BE	3	12	Taking a global perspective, the course focuses on the basics of multinational financial management from an international finance perspective. An understanding of multinational finance begins with a mastery of the principles of exchange rates—how they are determined, how they affect the prices of goods and services, and their relationship to interest rates. The course also covers foreign exchange markets, multinational accounting, foreign exchange risk, strategies and tools for managing exchange rate exposure, import and export finance, and multinational financial management.		Prereq: FNN 5200 Lecture Min Grade: D- Min Credits: 2.33
FNN 6962	World Internship in Finance	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FNN 6972	Internship in Finance	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		
FNN 7102	Financial Management	GRP	4	20	This course is designed to develop the student's ability to think across management disciplines and to develop their understanding of the significance of fiscal implications of decisions. This course will provide students with the conceptual foundations for understanding, analysing and interpreting financial information, and enable students to apply accounting principles to decision making processes in modern business organisations.		Postgraduate Students Only.
FYS 3100	First Year Seminar for EAP	GenEd	1	4	Richmond's First Year programme aims to facilitate successful student transition to the academic, social and cultural challenges of an international university in a global city. In conjunction with the other EAP programme courses, FYS 3100 is designed to engage students as active learners, encourage reflection on goals and personal development and develop core academic skills. Through a series of class sessions and workshops often conducted by outside speakers, this one-credit course focuses in particular on Personal Development Planning and the production of a personal e-portfolio, the PDP, which will be built upon throughout a student's university career.	LV16	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FYS 3105	Utopia and Dystopia	GenEd	4	16	Utopias are fairytales, dreams and visions about perfect worlds and future societies. Dystopias are the opposite - nightmare scenarios of oppressive and totalitarian outcomes from social, political, economic, cultural and technological developments in the contemporary world. Crucially, one person's utopia can be another person's dystopia! First year students are encouraged to immerse themselves in these alternative (but-not-too-far-off-our-own) worlds in a range of mediums - but particularly through film and literature. Utopias and Dystopias provides a broad framework for the development of critical thinking skills, as well as providing an indirect route to critical commentary on our own societies.	LV16	
FYS 3110	Changing Stages: Landmarks in Theatre	GenEd	4	16	Changing Stages: Landmarks in Theatre is a course which seeks to introduce students to some major milestones of Western Drama from the Greeks through to the present day. Dramatic readings of play texts, films and theatre visits will be used to explore the impact these plays have had on the culture of their own time and how they impact on our consciousness today. No piece of theatre is 'dead'; it is a vibrant, exciting and engaging experience which speaks to its audience with a thundering clarity.	LV16	
FYS 3115	Myth, Magic and Science	GenEd	4	16	This course examines the Science (or lack of it!) behind many of our familiar and not so familiar myths and legends which have been passed down through generations across many different cultures. We examine alchemy, astrology, magic and witchcraft. What about mythical creatures-so beloved of Hollywood! Why do some people in Central Europe still hang garlic around their windows? What are ghosts? Are they just a product of an overactive imagination or is there real evidence that they exist? We use today's advanced science to examine how the scholars and scientists of the 14th Century perceived and interpreted their world, given their limited resources. With the backdrop of 'Olde London Town', with its numerous museums, students can actually retrace the steps of the early scientists and philosophers who helped shape our thinking today.	LV16	



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FYS 3120	The Philosophy Of Ethics	GenEd	4	16	This course is an introduction to ethics, one of most enduring but nonetheless contentious subjects of virtually all philosophical and religious traditions. It examines what may be meant by terms such as right and wrong, and discusses some ways that different cultures have envisioned a 'good', balanced or virtuous life. Students are encouraged through conversation and debate to think critically about the language of ethics and the intercultural aspects of the subject, and to engage with real-life ethical issues as diverse as sexual morality, political violence and honesty (including academic honesty). Students acquire a knowledge of some basic Western philosophical terminology to help articulate these issues. Thinkers such as Kant, and Hume from the European secular tradition are considered along with Christian, Islamic, Buddhist and Taoist texts among others.	LV16	
FYS 3125	In/Visible London	GenEd	4	16	The ways we see and understand a city inform the ways we react to its space and experience our lives. Artists, writers and architects continuously explore the boundaries between reality and imagination and make visible the creative spaces we inhabit. Through visits, individual and group projects and storytelling, students will take a series of spatial journeys as a means of exploring their own creative responses to urban reality, actively engaging with the visible and fictional landscapes of London.	LV16	
FYS 3130	Bond and Beyond: A Cultural and Political History	GenEd	4	16	For nearly fifty years, James Bond has been a hugely popular cultural icon, and it has been calculated that a quarter of the planet's population has seen a Bond film. Bond was born in the British Empire, became a spy in the Second World War, learnt his craft fighting communists – often in league with his American cousins – and today battles terrorists, media barons and assorted megalomaniacs. Thus the history of Bond is also an international history of the second half of the twentieth century. This course is not designed to be a celebration of Bond's status as a literary and film icon, but rather aims to use Bond, as represented in both the books and films, as a means to study international history, as well as cultural and political change over the past fifty years. This course will be particularly relevant to History, International Relations, and Politics Majors.	LV16	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FYS 3135	In Search Of Wealth	GenEd	4	16	The course introduces students to economic history and the history of economic thought. Past economic structures, institutions, and commercial developments will be studied within the framework of the prevailing economic ideas at the time. The course covers the time period from the period of the early days to the commerce in the 18th century until today's period of globalisation. This course is of value to students who pursue a course of study in business or economics as well as in other disciplines as it covers a wide range of issues including sociology, political philosophy and international relations.	LV16	
FYS 3140	Planet Pioneers	GenEd	4	16	Through the beginnings of conservation early in the 20th century, the development of the new science of ecology and the emergence of a new understanding of how we affect the world in which we live, this course explores the discovery of the nature of our planet. Through pioneers of exploration, scientific inquiry, television and the media and the developing environmental movement the course asks the question... Can One Person Really Make A Difference?	LV16	
FYS 3145	Clouds and Holes: Creativity Workshop	GenEd	4	16	In an increasingly competitive world, creativity is one of the most significant characteristics of success. Creativity is what lies behind invention, the perception of new opportunities, applications and ideas. It is vital to business, industry, the digital arenas, science, social progress, sport as well as the arts. This course aims to help students understand the nature of creativity and involve them in a number of projects that demonstrate how their own creative potential can be developed, and to set in motion processes that positively influence their future performance no matter what their career objectives or life ambitions may be.	LV16	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FYS 3190	Sport and Culture	GenEd	4	16	RIASA ONLY. In Sport, Identity and Ethnicity (1996: 4) cultural critic Jeremy MacClancy states that: "[s]port does not merely 'reveal' underlying social values, it is a major mode of their expression [and]... an integral part of society...which may be used as a means of reflecting on society. [Sport is an] embodied practice in which meanings are generated, and whose representation and interpretation are open to negotiation and contest." Sport and Culture is a course that uses ideas such as these – along with many others – as a way to introduce sport as a field of cultural study. Students will explore the 'cultural work' of sport and its significance in generating different meanings in society. Specifically, students will analyse various representations of transatlantic sports in range of different 'texts' – including, cinematic, fictionalized, journalistic, autobiographical representations. Through engagement with collective, participatory and educational practices students will be encouraged to identify, describe and explore the relationship of sports to social and cultural issues. (This course is offered as part of the Richmond IASA Programme).	LV16	
HST 3100	World Cultural History I	CASS	3	12	The course serves as a broad introduction to world cultures from the beginnings of humankind in Africa through to the end of Western Roman Empire in AD476. The peoples and cultures covered include: Neolithic society, Sumeria, Egypt, the Hittites, Assyria, Persia, the Greek world (including Alexander the Great and the successor kingdoms of the East), Han China, Rome, Islam, and the Byzantine Empire. The course aims to give the student a general understanding and appreciation of some of the art, architecture, philosophy, literature, religion, and politics of the cultures being studied. It also draws attention to diversity as well as similarities within and between regions and countries, emphasising the considerable interaction that occurred between different places and peoples. Specific attention will be paid to how historians study the past, including different forms of evidence and historiographical debates.	LV15	
HST 3105	World Cultural History II	CASS	3	12	This course is designed to study in broad outline the origins of global interdependence, from 1500-1800. The politics, religion, art and architecture of European, Islamic and East Asian cultures will be studied. In world terms, the period is most noteworthy for the impact of European expansionism, sustained by scientific invention and commercial acquisitiveness, underpinned by religion. While the class work focuses on the discussion of broad themes supported by close reading of relevant primary texts, students will practice presenting specific topics in group oral presentations. Class visits are scheduled to relevant exhibitions in London.	LV15	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 3110	A Social History of Yorkshire	RIASA	3	12	RIASA programme ONLY. This course surveys the history of Yorkshire over the last 2000 years, from the end of the Roman occupation of Britain, to the present day. It will specifically explore the cultural and social legacy of the various invading groups such as the Romans, Vikings and the Normans, the legacy of the English Civil War, agricultural and industrial development, including the steel, coal and textile industries, urban development and the social, cultural and political upheaval of the late 20th century, including the interaction of different migrating cultures. As part of this course, visits will be undertaken to York, the Royal Armouries Museum in Leeds, the National Coal Mining Museum, Wakefield, and the Yorkshire Sculpture Park, Bretton.		
HST 4100	When Worlds Collide: Race Empire US 1776	CASS	3	12	Underlines the expansionist nature of American society from independence to the First World War and the effect which this has had not only on peoples both sides of the colonial frontier but also upon the development of modern American history. Particular emphasis will be placed on the origins of this early empire (economic, racist, and religious) as well as the relationship between Anglo-Americans and American-Indians, Chicanos, Blacks, Hawaiians, Cubans, Filipinos and early European immigrant groups within the United States.	LV2H	
HST 4105	Versailles To Vietnam: US and the World	CASS	3	12	Provides an understanding of some of the major issues and themes which underlie the development of the United States from WWI to the end of the Cold War. Particular attention is paid to the emergence of the United States as a global superpower, the consequences of such a rise to dominance, including the means by which America has projected its power globally: financially, diplomatically and militarily.	LV2H	
HST 4110	Birth Of The Modern World: Enlightenment	CASS	3	12	An introduction to the themes and debates that have constituted modern thought and consciousness: nature, religion, science, progress, education, gender, and the public sphere. These themes are explored through critical reading of key texts by Locke, Rousseau, Diderot, Voltaire, Kant, and through contemporary visual representations and modern visual media. Students debate the role of reason in science and religion; the centrality of knowledge and education to the development of the enlightened individual; and the importance of sociability, politeness, and conversation in the formation of the secular system of values which shaped modern society. The course is designed to be interactive, with lectures, seminars, class presentations, and class visits to relevant exhibitions.	LV2H	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 5100	Cultures Of Imperial Power	CASS	3	12	This course examines the causes and consequences of empires throughout history from a broad range of comparative perspectives, including the economic, political, social and (by way of postcolonial theory) the cultural. It investigates why empires are historically significant, how and why they rise and fall, whether they are good or bad, how they are defined, and how they can be resisted. The subject matter ranges from the earliest land superpowers of the ancient world to the 'New Rome' - the United States. It finishes by suggesting other potential contenders for imperial hegemony, including Multi National Corporations. It examines the question as to whether or not all history is essentially a history of empire, with the legacies of this imperial past (if not some of the empires themselves) still alive and well despite decolonisation. Where possible the course will make use of museums and collections within London.	LV3H	
HST 5105	Rise Of The Right: History of Fascisms	CASS	3	12	This course is intended to be a comparative study of various forms of fascisms from the end of the nineteenth century through to the modern period. It explores the fundamental interpretative questions concerning the nature of fascism, namely: whether there is such a thing as 'generic' fascism; the characteristics of fascist regimes; and how useful the term fascism is for historical analysis. This is followed by a study of the historical origins of fascism as well as an examination of late nineteenth/early twentieth century proto-fascist movements. The focus then moves to the individual fascist movements themselves, including Italy (where the fascist prototype evolved), Germany (where it was taken to its extreme), and Spain (where a variant persisted until 1975). Where appropriate other fascist movements and regimes will also be discussed, both western and non western. The course concludes with a discussion about the 'return' of fascism, examining Neo-Nazi violence, immigration, 'ethnic cleansing' and the return of fascism under 'other names'. The course is intended to be interactive with guest speakers, class visits, films, and regular seminar sessions.	LV3H	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 5110	Nationalism and Conflict	CASS	3	12	This course is intended to be a comparative study of the various forms of nationalism, dictatorship and democracy that evolved and emerged across Central/Eastern Europe (CEE) during the 'short' twentieth century (1914-1990). It seeks to identify how CEE has been defined and how it came to take its present form. The main focus of this course will be on the various ideological currents that have shaped the region's history – in particular nationalism, democracy and Communism. In addition, it will explore the conflicting arguments and different historical interpretations with regard to the key events of the period, including the development of nationalism, the emergence of fascism and Communism, the causes and courses of the two world wars and the Cold War, and finally, the causes behind the 'reunification' of Europe after 1989.	LV3H	Prereq: HST 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33
HST 5200	Roman and Medieval Europe	CASS	3	12	Introduces the student to the Middle Ages in Europe, a period of a thousand years from the fall of the Roman Empire to the Renaissance and the array of events and developments which formed the basis for our modern world. Along with important political, military, religious and artistic advances, the course examines the everyday lives of women and men in this fascinating era.		
HST 5210	Of Myths and Monsters: History of History	CASS	3	12	The aim of this course is to engage students directly in the study of historiography – how history is written, by whom, when – by studying key issues, ideas, practitioners, methodologies, theories and texts which have shaped the history of history, from its earliest origins in Antiquity through to the Middle Ages, the Renaissance, the Enlightenment, and the nineteenth and twentieth centuries. A chronological survey of this kind will enable students the opportunity to read key historians while emphasising a comparative approach which highlights both continuity and change.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33
HST 5400	History Of London	CASS	3	12	This course surveys the history of London from its Roman origins to the modern cosmopolitan metropolis that it is today. Through a variety of themes presented in lectures and complemented by field trips, students will explore social, political and architectural developments of this urban centre throughout the ages. Thus students will both read about and visit significant sites within London which illustrate aspects of the history of this great metropolis Note: Most visits require travel, a few require entrance fees.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 5405	US and UK Comparative History	CASS	3	12	Focuses on shared themes from the 1880's to the present day, using a variety of approaches to enable students from different disciplines to participate in the course. Issues around popular culture, gender and ethnicity will be looked at, as well as peoples' responses to major events like the Depression and wars. Concepts from economic history will be used to analyse the booms and slumps that have occurred and the changes to the US/UK that have taken place as a result. The decline of Britain as a world power and the parallel rise of the US will be studied, and this will help put into context the current debates on the post Cold War world order and globalisation.	LV3H	
HST 5410	Comparative Monarchies	CASS	3	12	This course uses the theme of Monarchy to look at various issues in world history from the 6th century to end of the 17th century. Monarchical systems will be examined and compared from economic, political and cultural standpoints. The role of women within monarchies will be looked at across time and region. The importance of religion in the establishment of monarchical systems will be examined as well as the legitimisation of kings and queens by religious beliefs. Challenges to monarchies worldwide have often arisen based on notions of democratisation and these ideologies will be compared.		
HST 5415	The Crusades	CASS	3	12	This course addresses evidence for crusader motivation and experience through sources relating to crusading activity in Europe, the Middle East and North Africa from the Early Middle Ages to the Modern Era. The students will seek to understand how crusaders saw themselves and their enemies, their experiences and activity on crusade and as settlers, and how this horrifying yet enduringly fascinating process has been interpreted historically. It also aims to show how the crusading theology that started the religious conflict between Europe and the Middle East evolved over time and developed into a mutual antagonism and fascination that exist to this day. Visits may require some travel and entrance costs.		
HST 6200	History and Culture	CASS	3	12	The focus of this course is to trace the emergence of the concepts of 'culture' and 'civilisation' from the middle ages to the early nineteenth century and to study the development of their interrelation. The concepts are investigated through three methodologies of historical analysis: Annales, Post Structuralism, and the cultural turn. The course is structured so as to provide students with the maximum opportunity for informed discussion and when possible for class visits to relevant exhibitions.		Prereq: HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5110 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 6205	Pictures Of Power: History, Image and Propaganda	CASS	3	12	The course aims to introduce students, by way of specific case-studies ranging from the ancient world to the modern day, to innovative methods of studying the past that utilise popular forms of visual culture and propaganda. While recognising the complexity of the propaganda process and the various influences that form and shape images, the course will focus on the historical relationship between propaganda (in architecture, cartoons, film, painting, pamphlets, photography, posters, sculpture, and television) and politics. The focus on the theme of propaganda and its relationship with various forms of media through the ages allows for the opportunity to compare and contrast particular case-studies over time and geographical space and therefore to distinguish elements of continuity and change, which will help students to 'read' historic images critically, both as vehicles for understanding the past and in order to identify the relationship between propaganda and power.	LV3H	Prereq: COM 5200 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5110 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5210 Lecture Min Grade: D- Min Credits: 2.33
HST 6215	History and Film	CASS	3	12	This course examines the history of international film, its proactive role in society and its usefulness as a historical resource, with a focus on key moments and themes made important for aesthetic, economic, cultural, political, social and technological reasons. The course considers the ways in which films have been shaped by the societies and eras in which they were produced and how in turn have helped to shape those same societies. It additionally analyses the extent and accuracy with which the medium manages to retain and communicate these aspects to historians. Four main developmental eras are explored: the silent era, 'talkies', colour films and the emergent digital age, with examples drawn from different global regions, including Africa, Asia and the Middle East.		Prereq: FLM 4200 Lecture Min Grade: D- Min Credits: 2.33 Or HST 5210 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 5401 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 6220	US History Since 1972	CASS	3	12	Provides an appreciation of the political, social and cultural developments that have defined the United States since 1972. Starting with the break in at the Watergate, the course considers the events, personalities and politics that contributed to make the ensuing 4 decades so turbulent and memorable. Particular attention is paid to issues of relative decline, the impact of Watergate and Vietnam on the national psyche, the rise of the new right and the new south, and the evolving role of minority groups. The course will address the manner in which the United States emerged from the Cold War but found little peace, domestically or internationally, in the aftermath.		Prereq: HST 4105 Lecture Min Grade: D- Min Credits: 2.33
HST 6296	Senior Seminar History 1	CASS	3	12	This research intensive course for the major is the first part of a two semester sequence taken in the Senior year. Students produce a research proposal, a literature review and a substantial draft that feeds directly into Senior Seminar 2 which culminates in a 8,000 - 10,000 word dissertation. Students are guided through the various stages of proposal and dissertation writing, and draft work is supervised regularly in a process of continuous feedback.		Prereq: HST 5210 Lecture Min Grade: D- Min Credits: 2.33
HST 6297	Senior Seminar History 2	CASS	3	12	Senior Seminar 2 is second half of the research intensive course for the major. Building directly on the writing completed in Senior Seminar 1, students produce an 8,000-10,000 word thesis driven research paper. Students are guided through the various stages of drafting and revising their final dissertation, and orally present their research according to conference standards as part of the formative process.		Prereq: HST 6296 Lecture Min Grade: D- Min Credits: 2.33
HST 6400	Island To Empire: British History Since 1800	CASS	3	12	Surveys the history of modern Britain during its formative period of industrialisation and empire building. An agrarian society ruled by a powerful aristocracy made way, not without moments of crisis, for an industrial society with a democratic franchise and organised political parties. The interaction between the old order and the new provides this course with its basic theme.	LV3H	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 6962	World Internship in History	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		
HST 6972	Internship In History	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INB 6200	Country Risk Analysis	BE	3	12	This course provides students with an overview of the history, methods, strengths, and limitations of economic and political risk forecasting. Economics and political risk forecasting is defined as a package of social science concepts and methods used by governments and multinational businesses to analyse the future economic and political environments in which they operate. A seminar format with extensive student participation is used.		Prereq: ECN 4110 Lecture Min Grade: D- Min Credits: 2.33
INB 6205	Foreign Trade Policy	BE	3	12	This course familiarises students with the most important practical and legal aspects of the foreign trading operation. Financing, insurance, documentation, goods handling, and transportation are discussed within the context of an export contract and also under counter trade arrangements. Field trips to commodity exchanges and a research project form a part of this course.		Prereq: ECN 4105 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4120 Lecture Min Grade: D- Min Credits: 2.33
INB 6210	European Business Environment	BE	3	12	Focuses on the economic, political, social environment for business in Europe within this field, it examines the institutional interplay with the European Union, the dynamics between the different Member States and the different policies with direct relevance to businesses operating in the European Union.	LV3B	Prereq: MGT 4200 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4110 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33
INB 6215	Managing the Multinational Corporation	BE	3	12	This is a final course for International Business students. It provides a managerial perspective into managing the structure and operations of multinational corporations (MNCs) in the global business environment. Major managerial issues are studied from the MNC's perspective and the problems of planning and executing business strategies on a global scale are analysed. A project in International Business is required.		Prereq: MTH 4120 Lecture Min Grade: D- Min Credits: 2.33 And INB 6205 Lecture Min Credits: 3.00 And INB 6200 Lecture Min Credits: 3.00

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INB 6962	World Internship International Business	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		
INB 6972	Internship in International Business	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
IND 7100	Research Methodology	GRP	4	20	Introduces students to the process of research, including the ability to work from libraries and institutional archives, and developing skills in academic writing, with a focus on the fields of international history, international theory, current affairs and policy processes. Students are encouraged to develop independence of thought by discovering, evaluating and making appropriate use of a wide range of approaches to research and writing. Complimenting the courses on theory and concepts, this course assists students with the identification of their own interests as they move towards choosing a thesis topic.		Postgraduate Students Only.
IND 7101	Theories of International Development	GRP	4	20	Theories of International Development engages students with the changing understandings of development in the post-war period. Donor, developing state and grassroots perspectives are taken into account as we explore theories of development in historical context, seeking to understand both how and why conceptions of development have transformed over this period. Students will address early debates (Modernisation and Dependencia), Market- and State-led models, and more recent approaches such as participatory development, good governance and the Millennium Development Goals. Key interventions by scholars such as Said and Sen will be considered. The course ensures that students have a solid grasp on the contemporary developing paradigm and its theoretical underpinnings.		Postgraduate Students Only.
IND 7102	International Institutions and Law	GRP	4	20	The course will examine the system of global governance through some of its main mechanisms – international institutions and international law. Students will consider the operation and relevance of key parts of the UN system, for example the Security Council and its role in Peacekeeping Operations and R2P, regional institutions, the IMF, World Bank, WTO and WHO. We will look at the strength and relevance of international laws, particularly as they pertain to issues such as war, human rights, democracy and international interventions. The course will also look at key issues in global governance such as the role of private actors, environmental concerns and the global economy.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
IND 7105	Development Methodologies and Practices	GRP	4	20	This course explicitly seeks to provide students with experience in some of the key methods and practices of international development. Students will learn skills that are intended to translate directly into the workplace, specifically in an NGO, charity, corporate or development agency context. Students are prepared to undertake fieldwork, and learn principles of data collection and analysis. Writing research proposals, undertaking project costing, and writing funding applications are all addressed, and students are introduced to widely used approaches such as the Logical Framework Approach, Stakeholder Analysis, and Socio-Economic Activity Profiling. This course is designed as an ideal preparation for fieldwork in the form of a summer internship, but will also be of general advantage for MA graduates in terms of employability.		Postgraduate Students Only.
IND 7500	Thesis Research	GRP	8	40	For students working independently on their Masters thesis. The dissertation encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. The course is comprised of independent research and writing, overseen by a thesis supervisor, resulting in production of a 10-12,000 word thesis. Collaborative and supportive dialogue with the supervisor and fellow 'junior research colleagues' will involve advice on the research and writing process, suggestions for resources and research directions, and comments on draft chapters of the thesis.		Postgraduate Students Only.
IND 7550	Extended Thesis Research	GRP	12	60	For students working independently on their Masters thesis. An extended thesis of 15,000-20,000 words is offered as an alternative to the mandatory internship. The dissertation encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. The course is comprised of independent research and writing, overseen by a thesis supervisor, resulting in production of a 15,000-20,000 word thesis. Collaborative and supportive dialogue with the supervisor and fellow 'junior research colleagues' will involve advice on the research and writing process, suggestions for resources and research directions, and comments on draft chapters of the thesis.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
IND 7902	Internship	GRP	4	20	A 3-5/days a week work placement of approximately three months (depending on the requirements of the organisation in question; a minimum of 9 weeks) within an organisation to enable students to participate in graduate level experiential learning and so develop hands-on skills and professional experience which will prepare them for work in the field of international relations. Placements are supervised, career-related work experiences combined with reflective, academic study that help students 'learn by doing'. During the internship, the staff of the Internship Office and the MA internship faculty supervisor work closely with each student and the organisation to ensure that the placement is a successful one.		Postgraduate Students Only.
INR 4100	Introduction to International Relations	CASS	3	12	This course is a broad introductory survey of international relations. It acquaints students with the fundamental concepts and theories used in the discipline that help us make sense of our political world, and are crucial for further analysis of the field. The course gives students a taste of the theoretical debates and practical dynamics of global politics. It further examines some of the major challenges that humanity faces in the 21st century. Students get a chance to learn about and take part in the major debates of the discipline, for example concerning actors in the international system, the sources of insecurity, the relevance of economics to international politics, the importance of fighting poverty and underdevelopment, questions about how best to address environmental challenges, whether the state is still important and if globalisation is a phenomena of the 20th century.	LV2S	
INR 4105	Evolution of International Systems	CASS	3	12	This course is designed to be a study of the evolution, and gradual development of, the European 'states' system. It will provide a comparative cultural, economic, historical, and political analysis of how international systems have evolved and functioned, illustrating the ways in which 'states' interact with one another within systems. It will begin with the fall of the Roman Empire in Western Europe, move through to the early European systems of the medieval period, on to the wars of religion of the sixteenth century, the defeat of Napoleon in 1813, and end with the Paris Peace Conference of 1919. This course will analyse the development of European international systems, the methods via which they were spread, and examine the elaborate rules and practices that regulate them.	LV2S	Prereq: HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 5100	Critical Globalisation Studies	CASS	3	12	This interdisciplinary course addresses the vitally important and complex phenomenon of contemporary globalisation. The concept of globalisation and the history of this phenomenon are interrogated. Political, social, economic and cultural aspects of globalisation are discussed, and core themes of globalisation debates are addressed, such as convergence, nationalism, and inequality. A range of global actors, agents and institutions are critically engaged with.	LV3S	Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 3100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4115 Lecture Min Grade: D- Min Credits: 2.33
INR 5200	Global Governance	CASS	3	12	This course investigates cooperation and discord in international organisation. While evaluating theoretical debates and examining a selection of inter-governmental organisation, the focus is on broader questions of how the global system is organised. Students interrogate the role that power and coercion play, the inequalities and marginalisation in the international system, the nature and role of non-state actors, and the content of the global political agenda. The course critically evaluates different forms of governance from grassroots to regional governance, from global multilateral negotiations to economic crisis management. Questions about the continuity and change of global governance are addressed both holistically and in the case of specific institutions.		Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 5205	Security Studies	CASS	3	12	This course examines enduring and contemporary questions of security and insecurity in the international system. Security has traditionally been defined in terms of strategic state politics and the use of military force to counter external military threats. The end of the Cold War and the ensuing conflicts of the late-20th century raised questions about the continued relevance of traditional theories of security. New security threats have been defined both in the academic literature and by state security strategies. This course critically evaluates these developments using IR and security studies theories, supplemented by practical case-studies. Students investigate the definition of the term security and threats to security, questions about the referent object of security, the root causes of insecurity and the methods of eliminating or lessening such threats. The course evaluates traditional and contemporary security concepts such as national security, conventional weapons systems, nuclear non-proliferation, human security, responsibility to protect, the poverty-security nexus in a post-Westphalian context.		Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33
INR 5400	US Grand Strategy	CASS	3	12	This course examines the major issues that underlie the development of United States' foreign policy. The course considers the theoretical and actual implementation of foreign policy, firstly by examining the constitutionally mandated practitioners of such policy and secondly by exploring the execution of policy in a series of case studies covering the latter half of the Twentieth Century and early Twenty-First Century. Individuals, structures and theories are examined and explained in a course designed to convey the complexities that contribute to the formulation of U.S. Grand Strategy.		Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33
INR 5405	Miracle To Meltdown: East and South East Asia	CASS	3	12	Follows the developmental trajectory of East and South-East Asian states in the post-colonial era. The course will address both the international context and the internal social, political and economic dynamics of these states. Particular emphasis is placed on different theoretical and empirical explanations for both the phase of rapid economic growth and development (the 'miracle') and the 1997/1998 Asian Economic Crisis (the 'meltdown'). The international relations of the region are addressed through a study of ASEAN, and of the political economic significance of the 'hot' Cold War in East and South East Asia.		Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 6200	International Relations Theory	CASS	3	12	The theories of international relations are best introduced through a study of the classic texts and debates in the discipline. This course examines most of the theories and approaches to international politics, as well as their historic foundations. It begins with some philosophical debates regarding the purpose of theorising, the importance of understanding ontological and epistemological assumptions and the difference between 'understanding' and 'explaining' in international relations theory. The course then critically evaluates the grand and middle range theories of IR, followed by a multitude of multidisciplinary approaches to conceptualising global politics and the post-positivist critiques. The course provides students with a set of conceptual and analytical tools in order to acquire a deeper and more nuanced understanding of international relations and global politics.		Prereq: INR 5200 Lecture Min Grade: D- Min Credits: 2.33 Or INR 5205 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 5200 Lecture Min Grade: D- Min Credits: 2.33
INR 6205	International Political Economy	CASS	3	12	Examines the revival of IPE since the 1970s through studying the contribution of key scholars to the discipline, then engages in a study of core problems of the contemporary international political economy. This course assumes that the separation of politics and economics is artificial and works toward a synthesis of the two to understand the globalising world, and engages in a study of the state-of-the-art of the discipline.		Prereq: INR 5200 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 5200 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 5100 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 5105 Lecture Min Grade: D- Min Credits: 2.33
INR 6210	The Politics of International Law	CASS	3	12	This course examines the concept, scope and nature of Public International Law and its significance in the context of the international political system. It examines both the legal approach to international politics and the IR approach to public international law. The course explores key issues in international law such as: the nature of international laws, the significance of state practice, the sources and jurisdiction of law, the role of law in limiting the use of force, governing environmental politics and trade.. Questions of statehood are examined and case studies discussed to shed light on the controversies that characterise legal debates such as evaluation of the war in Iraq, the independence of Kosovo and South Sudan, the attitudes of the US towards international law, the role of International Tribunals and the United Nations. PLT MAJORS SHOULD NOT ENROL IN THIS COURSE.		Prereq: INR 5200 Lecture Min Grade: D- Min Credits: 2.33 Or INR 5205 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 5100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 6296	Senior Seminar in International Relations 1	CASS	3	12	This research intensive course for the major is the first part of a two semester sequence taken in the Senior year. Students produce a research proposal, a literature review and a substantial draft that feeds directly into Senior Seminar 2 which culminates in a 8,000 - 10,000 word dissertation. Students are guided through the various stages of proposal and dissertation writing, and draft work is supervised regularly in a process of continuous feedback.		Prereq: SCL 5200 Lecture Min Grade: D- Min Credits: 2.33
INR 6297	Senior Seminar in International Relations 2	CASS	3	12	Senior Seminar 2 is second half of the research intensive course for the major. Building directly on the writing completed in Senior Seminar 1, students produce an 8,000-10,000 word thesis driven research paper. Students are guided through the various stages of drafting and revising their final dissertation, and orally present their research according to conference standards as part of the formative process.		Prereq: INR 6296 Lecture Min Grade: D- Min Credits: 2.33
INR 6400	Conflict and Peace Studies	CASS	3	12	Starts with an overview of the different theories of international conflicts, discussing different factors like identity, material factors, security, and basic human needs as forces that underlie the outbreak and reproduction of international conflicts. Focus on theories of peace and the criteria for successful conflict resolution. Examines forms of outside interventions, ranging from humanitarian intervention to joint military actions, and develops criteria of success. Considers issues that arise in countries which have experienced civil wars, such as the power of war memories or the destruction of civil and political infrastructure. Case studies are used to highlight cultural differences in conflict resolution.		Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4105 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 6405	International Human Rights	CASS	3	12	This course will cover the evolution of international human rights and of the various regional and international treaties and institutions designed for their protection. It will interrogate the fundamental tension between state sovereignty and individual rights, guaranteed by international law. It will further examine the historic and theoretical foundations of the idea of human rights in various civilisations and cultures, evaluate their legacy within western and non-western traditions, and examine their meaning and relevance in thinking about international human rights in contemporary world politics. The class principally draws on the theories and methodological approaches of the following disciplines: Sociology, International Law and International Relations The course will address the classic debate regarding the universality of international human rights. Students will have an opportunity to critically evaluate a number of specific human rights regimes as illustration of the complex politics of contemporary human rights. The course further evaluates the pressures that developments in the broader field of global politics place on the protection of human rights.	LV3S	Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33
INR 6410	Diplomatic Studies	CASS	3	12	This course offers an overview of the history and practice of contemporary diplomacy. It begins with analysis of what a modern diplomat currently does, both at home and abroad, set within the context of diplomatic history and theory. The normal practice of diplomacy and the various techniques of international negotiation will be addressed by using both historical and contemporary examples. It will familiarise students with the activities of a modern diplomat within a wider historical and theoretical context.		Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4105 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33
INR 6415	Foreign Policy Analysis	CASS	3	12	Foreign Policy Analysis considers the manner in which a state arrives at its foreign policy decisions. It is, therefore, characterised by a focus on the roles of individuals in the decision-making process. The course considers the important interaction between international and domestic politics and the impact that the latter has on the implementation of foreign policy. The course addresses the manner in which individuals devise and implement policy on an international stage through a variety of comparative and case study driven approaches.	LV3S	Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4105 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 6420	Global Energy Politics	CASS	3	12	Examines some of the contemporary geo-political, economic, technical, governance and environmental issue surrounding global energy issues. We look at supply and demand tensions, transit and pipeline issues, infrastructure problems, private companies and state monopolies, deregulation and markets, innovation policy, energy and development, international cooperation, environmental stress, and energy futures.		Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4110 Lecture Min Grade: D- Min Credits: 2.33
INR 6962	World Internship International Relations	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 6972	Internship In International Relations	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		
INR 7100	Research Methodology	GRP	4	20	Introduces students to the process of research, including the ability to work from libraries and institutional archives, and developing skills in academic writing, with a focus on the fields of international history, international theory, current affairs and policy processes. Students are encouraged to develop independence of thought by discovering, evaluating and making appropriate use of a wide range of approaches to research and writing. Complimenting the courses on theory and concepts, this course assists students with the identification of their own interests as they move towards choosing a thesis topic.		Postgraduate Students Only.
INR 7101	International Relations Theory Concepts	GRP	4	20	This course engages students with the theoretical and conceptual debates that characterise the field of International Relations. Students examine a range of primary texts, both classical (such as Thucydides and Machiavelli) and more contemporary (such as Morgenthau, Bull, Wendt, Mearsheimer, and Keohane). The scholars that are addressed have underpinned the schools of thought that define International Relations theory. The course also addresses broader questions of IR theory: the applicability of theory to contemporary events and the degree to which continuity and change characterise the subject.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 7105	Global Political Economy	GRP	4	20	This course will examine the global political economy through a framework that goes beyond traditions of state-centrism, boundaries between politics and economics and the concept of globalisation as an overarching structural force. The course will study theoretical approaches to international political economy (IPE) and examine contemporary issues pertaining to processes of globalisation. Students explore the theories of leading analysts in the historical development of IPE, which may include Gilpin, Keohane, Cox and Kindleberger. Contemporary themes and issues are addressed, potentially including economic crises, trade, production and the role of International Financial Institutions (IFI's).		Postgraduate Students Only.
INR 7120	Origins and Development of International Relations	GRP	4	20	This course considers the history of foreign affairs since the inception of International Relations as an academic discipline in the 1920s. Considering chronological and thematic approaches to history, the course examines in detail key events in the history of International Relations to assess the manner in which personalities, ideas, events as well as cultural and social change all helped to shape history and thus forge the modern world. Events ranging from the Treaty of Versailles, the Atlantic Charter, the rise and fall of the Berlin Wall, the impact of decolonisation, the emergence of BRICs, 9/11 and its impact on International Relations may be considered. Such incidents will be examined to provide an in-depth appreciation of the events that helped shape today's international community.		Postgraduate Students Only.
INR 7121	International Relations and the Media	GRP	4	20	This course explores the relationship that exists between the media, the implementation and execution of foreign policy and the management of security and environmental threats. Covering a century's worth of media reports on politics, diplomacy and warfare, the course will address the fundamental issues pertaining to the role of the media in both free and command societies and the manner in which the media manipulate and is manipulated by governmental agencies. The course will consider the manner in which journalists gather information, the role of the PR industry in managing the news industry, and issues of bias, media ownership and agenda-setting. Drawing upon the experiences of international journalists, this course will challenge students to reflect upon the degree to which the media influences foreign policy.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 7500	Thesis Research	GRP	8	40	For students working independently on their Masters thesis. The dissertation encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. The course is comprised of independent research and writing, overseen by a thesis supervisor, resulting in production of a 10-12,000 word thesis. Collaborative and supportive dialogue with the supervisor and fellow 'junior research colleagues' will involve advice on the research and writing process, suggestions for resources and research directions, and comments on draft chapters of the thesis.		Postgraduate Students Only.
INR 7550	Extended Thesis Research	GRP	12	60	For students working independently on their Masters thesis. An extended thesis of 15,000-20,000 words is offered as an alternative to the mandatory internship. The dissertation encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. The course is comprised of independent research and writing, overseen by a thesis supervisor, resulting in production of a 15,000-20,000 word thesis. Collaborative and supportive dialogue with the supervisor and fellow 'junior research colleagues' will involve advice on the research and writing process, suggestions for resources and research directions, and comments on draft chapters of the thesis.		Postgraduate Students Only.
INR 7902	Internship	GRP	4	20	A 3-5/days a week work placement of approximately three months (depending on the requirements of the organisation in question; a minimum of 9 weeks) within an organisation to enable students to participate in graduate level experiential learning and so develop hands-on skills and professional experience which will prepare them for work in the field of international relations. Placements are supervised, career-related work experiences combined with reflective, academic study that help students 'learn by doing'. During the internship, the staff of the Internship Office and the MA internship faculty supervisor work closely with each student and the organisation to ensure that the placement is a successful one.		Postgraduate Students Only.
JRN 4200	Introduction to Writing for Media/ Journalism	CASS	3	12	This course introduces students to basic journalistic writing and reporting skills. Students will learn the different journalistic styles (print, broadcasting and digital), basic reporting skills, as well as basic writing skills and the development of a sense of news. Students will be also introduced to some aspects of the legal dimension of journalism.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
JRN 4210	History of Journalism	CASS	3	12	This course introduces students to the development of journalism from the 1600s to the present. It examines the political, social and economic forces which have both influenced and been influenced by journalism in Europe and North America, and sets the enduring debates around freedom of the press, professional 'objectivity', technological innovation and economic sustainability in an historical context. It examines journalism's integral relationship to democracy and power, and also examines the different discourses around this historical narrative. Watershed moments in specialist areas, such as investigative journalism, war reporting and 'muckraking' journalism, will also be examined to bring students towards a broad understanding of the different fields of journalism and their contribution to the complex whole.		
JRN 5200	Feature Writing	CASS	3	12	This course focuses in consolidating and developing journalistic writing skills. Particular attention is given to the development of different writing styles (hard news and features for newspapers and magazines) and genres (reportage, colour piece, service feature, human interest, reviews and profiles). Students are expected to be familiar with basic reporting skills as all writing will be based on independent reporting. The emphasis of this course is on developing independent writing skills.		Prereq: JRN 4200 Lecture Min Grade: D- Min Credits: 2.33
JRN 5205	Reporting and Investigative Journalism	CASS	3	12	This course concentrates in consolidating and developing journalistic reporting skills. Particular attention will be given to the teaching of specialised reporting skills (such as how to cover major incidents, political events, etc) and of investigative journalism techniques. Students will learn from case studies of complex and high profile investigations and acquire techniques of investigative reporting, so that they can plan, research and write an investigative feature of public concern or in the public interest. The emphasis of the course is on developing independent reporting skills.		Prereq: JRN 4200 Lecture Min Grade: D- Min Credits: 2.33 And JRN 5200 Lecture Min Grade: D- Min Credits: 2.33
JRN 5300	International Journalism	CASS	3	12	This course introduces students to international journalism as it is practised when reporting back from one country to another. Students learn about the changing occupational culture of the foreign correspondent brought about by the 24/7 culture and the rise of citizen journalism. They explore both practical and theoretical issues around news values, global news management, and reporting on the frontline, and – as they enhance their practical journalism multimedia skills - students develop an expertise in at least one country which is not their own.		Prereq: JRN 4200 Lecture Min Grade: D- Min Credits: 3.00

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
JRN 5400	Arts and Entertainment Journalism	CASS	3	12	Many young journalists dream of writing about the things that consume so much of their time – music, film, theatre, show business and the arts. This course will give them the basic tools to do the job. It will outline the essential framework of criticism and the responsibilities and ethics of those who write it, and it will also provide context to help students understand that what they watch, read and listen to now is directly connected to everything that has gone on in the past. In other words, to write with authority about film they must know something about the great directors of earlier cinema whose influence is so readily acknowledged by today's film makers. Similarly, they need to know that the popular music they listen to now can trace its roots back to everything from bluegrass to The Beatles, and that it's possible to draw a straight line between the 17th century art of Claude Lorraine via Turner, Monet and Jackson Pollock to Damien Hirst and the Britart movement of the new millennium.		Prereq: JRN 4200 Lecture Min Grade: D- Min Credits: 2.33
JRN 6200	Publications Layout	CASS	3	12	This course prepares journalism students to understand and master publication layout for print and online publication. Students will be taught advanced layout skills and techniques using Adobe InDesign through three major assignments as well as a number of small individual presentations and readings. By the end of this course, graduating seniors will have a number of high-quality documents to include in both their online and printed portfolios to aid in the graduate job search. Work created in this course will also be professionally presented to a panel of faculty and hosted on the Richmond University website. Previous experience with other Adobe CS products is recommended as this course assumes basic Adobe and Apple Mac familiarity.		Prereq: ADM 6425 Lecture Min Grade: D- Min Credits: 2.33
JRN 6205	Media Ethics and Law	CASS	3	12	Media professionals, and in particular journalists, have a special role in democracies. This course examines the main legal and ethical issues which journalists of the digital age encounter in their working lives. Thus, the course will focus on the concepts of libel and defamation, copyright law, the public sphere, media ownership, objectivity and neutrality, freedom of the press, censorship, codes of conduct for journalists, privacy and public interest, reporting restrictions and national interest, propaganda, gender issues, and reporting in a multicultural society.		Prereq: COM 5205 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
JRN 6210	Global News Analysis	CASS	3	12	This course introduces students to the main issues and key theoretical debates in the study of news produced by global media organisations. Students will explore the evolution of global news from the birth of world news agencies, through 24/7 satellite news and the so-called 'CNN effect', to the way that new global media producers are influencing news flow and contra flow between east and west. They will also look at how the internet and the 'networked society' are challenging the cultural hegemony of the global news producers and opening the way for 'globalisation' of news media.		Prereq: COM 3100 Lecture Min Grade: D- Min Credits: 2.33
JRN 6391	Senior Project	CASS	3	12	This is a course of independent journalistic research and writing which uses the wide range of skills learnt throughout the degree, including reporting, investigating current affairs, writing a professional feature, editing, podcasting, photography and publications layout. In this course students are required to research and write a 4,000 words feature article on a topic of public interest. The journalistic piece will be supervised but the aim is to develop independent reporting and writing skills. The emphasis of this is course is on using the practical and theoretical skills learnt throughout the degree.		Prereq: JRN 5205 Lecture Min Grade: D- Min Credits: 2.33
JRN 6392	Senior Essay	CASS	3	12	In this course students are required to write a dissertation on a media ethics topic. It differs from the other courses in the degree in that students primarily work independently and meet for a weekly tutorial with the aim of researching and writing a thesis driven research paper related to media ethics. Students are also required to present orally their research according to conference standards.		Prereq: JRN 6205 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
JRN 6962	World Internship in Journalism	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the World Internship, GPA 3.0 for all majors, 2 strong academic references.		
JRN 6972	Internship in International Journalism	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
LIT 3100	The City: Experience and Imagination	CASS	3	12	This course explores a variety of city experiences as reflected in fiction and film. These representations are placed in two contexts, the historical and the imaginative. Particular stress is laid on the city as a site of intercultural experience as well as on the cultural contrasts and comparisons between particular cities. Drawing on the students' own international variety of experience, the course offers the opportunity for some creative work on these topics in addition to their academic writing.	LV15	
LIT 5100	Travel Writing	CASS	3	12	The course exposes students to the scope and the power of modern travel writing. It endeavours to provide an intellectual framework for the understanding and analysis of this genre and introduces students to important critical texts. Students explore works taken mostly from within the parameters of literature, including fiction, non-fiction and poetry. Time is also spent on journalism, new media writing and film. Critical and theoretical responses to travel writing are explored, and an integral part of the students' responses to the works they encounter will be the production of their own creative writing.	LV3H	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
LIT 5105	Post Colonial Women's Writing	CASS	3	12	This course exposes students to the area of postcolonial literature that concentrates on writings by women whose lives and creative imaginations have been shaped by British colonialism. These contemporary writers use the richness of the English language from their different cultural vantage points to illuminate the cross-cultural dilemmas affecting women's and men's lives in the late 20th/early 21st centuries. Works are read within their historical and transcultural contexts, and analysed in relation to the political and global issues raised.	LV3H	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
LIT 5400	Contemporary London Literature	CASS	3	12	London has become the focus of 'ferocious imaginative energy' since the rise of Thatcherism in the 1980s. Beginning with an overview of London's historical myths and fictions, this class exposes students to a variety of writers committed to exploring the many lives of a city undergoing complex transformations. From postmodern obsessions to multicultural landscapes and post 9/11 anxieties, different voices and visions, provide insights into our understanding of contemporary London.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
LIT 5405	British Fantasy Writing	CASS	3	12	This course will explore the vibrant genre tradition of fantastic and non-realist writing using a range of critical approaches. The first half of the course will survey some of the major texts on which modern Fantasy literature draws, including Beowulf, Arthurian texts and selections from works by Shakespeare, Milton, Jane Austen and Lewis Carroll. The second half of the course will focus more intensively on a few major fantasies from the past 120 years and their filmed adaptations, including works by Bram Stoker, J.R.R. Tolkien, and J.K. Rowling, and will look at how these texts and their filmic counterparts repurpose and revision older ideas for novel purposes.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
LIT 5415	Reading and Writing Of Short Stories	CASS	3	12	This course introduces students to a wide range of twentieth century short stories predominantly from Europe and America. It provides a critical framework for the understanding and analysis of short fiction and introduces students to key authors and themes of the form. The approach is through creative writing practice: classes incorporate a writer's workshop, in which students explore the short story form in detail, through reading and writing, and students are encouraged to read as writers. Students regularly submit their work-in-progress for critical consideration by the instructor and other members of the class.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
MCL 4100	Chinese Language and Culture 1	GenEd	3	12	This is an introductory course to Mandarin Chinese language, with an integrated approach to the Chinese language and Chinese culture. While the course primarily focuses on oral communication based upon key structures and vocabularies, reading Chinese characters and writing are integral parts of the course. The course will introduce fundamental speech patterns, key characters, essential vocabulary items and cultural and linguistic knowledge associated with the use of the language, with which students should be able to communicate in a limited range of contexts in everyday life situations.	LV2L	
MCL 4105	Chinese Language and Culture 2	GenEd	3	12	This is an introductory course to Mandarin Chinese language, with an integrated approach to the Chinese language and Chinese culture. While the course primarily focuses on oral communication based upon key structures and vocabularies, reading Chinese characters and writing are integral parts of the course. The course will continue to introduce key speech patterns, important characters, essential vocabulary items as well as cultural and linguistic knowledge associated with the use of the language, with which students should be able to communicate in a more extended range of contexts in everyday life situations.	LV2L	Prereq: MCL 4100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MGT 3200	Foundations of Business	BE	3	12	An introductory survey course designed to introduce students to the principles and functions of a business. The various functional areas of business will be discussed, including economic systems, small business, management, human relations, marketing, accounting and finance. The course will also review the role of businesses in society and business ethics.		
MGT 4200	Introduction to Business	BE	3	12	This course explores the context within which business practice takes place and how external and internal influences facilitate or limit business operations. Legal, political and economic factors shaping business operations at the macro- and micro- levels are considered, as well as the influence of market forces in a rapidly changing economic environment.		Prereq: MGT 3200 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 3100 Lecture Min Grade: D- Min Credits: 2.33
MGT 4205	Computer Applications in Management	BE	3	12	This is an introductory course comprised of a broad overview of information systems and technology, as principally used in support of business processes and decision-making activities. An in-depth discussion of the relationship, between organisations and information systems is a fundamental element of the course. Topics include: computer hardware and software, operating systems, the use of excel in management practice, social issues related to information systems. The use of excel provides a common thread in the topics covered throughout the course.		Prereq: MTH 4120 Lecture Min Grade: D- Min Credits: 2.33
MGT 5205	Information Systems in Management	BE	3	12	MGT 5205 builds upon MGT 4205, Computer Applications in Management, and will provide the student with advanced study in the application of computing in the functional areas of management. In addition to advanced use of spread sheets and databases, this course will provide examples and applications of the design and implementation of management information systems and information technology in managing organisations.		Prereq: MGT 4205 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MGT 5210	Research Methods	BE	3	12	This course introduces the main concepts and techniques involved in research in the field of business and economics. The Course develops four main themes: research in context which puts the student as the researcher and as the user of research; research methodology which deals with the nature and limitations of different philosophies of research design e.g. deductive versus inductive approaches and qualitative versus quantitative approaches and the role of literature; research methods which deals with advantages and issues associated with the use of various data collection methods including observation, use of groups, interviewing techniques and questionnaire design; research proposal preparation which deals with issues of planning, literature review, topic selection, access to data, schedules, action plans, writing styles and referencing systems.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 And MGT 4205 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4120 Lecture Min Grade: D- Min Credits: 2.33
MGT 5220	Legal and Ethical Concepts in Management	BE	3	12	Concentrates on the legal framework within which most business takes place. Topics include corporate problems of raising and maintaining capital by shares; relationships of board of directors to shareholders; respective rights and obligations; relationships of companies to third parties; control and the principle of majority rule. Examples are used of the way statute and judge-made case law has dealt with these problems.		Prereq: MGT 5210 Lecture Min Grade: D- Min Credits: 2.33
MGT 5400	Organisational Behaviour	BE	3	12	This course explores the structure and nature of organisations and the contribution that communication and human behaviour makes to organisational performance. The course will address not only macro level issues relating to the environment and context within which organisations operate, but also the micro level influences of people as individuals and groups, their motivations and operating styles. The management of people for successful organisational performance will be emphasised by considering work environmental factors that facilitate or impede organisational success.		Prereq: MGT 5210 Lecture Min Grade: D- Min Credits: 2.33 Or PSY 5205 Lecture Min Grade: D- Min Credits: 2.33
MGT 5405	Operations Management	BE	3	12	Provides a theoretical and practical understanding of operations management, together with the ability to apply some of its major techniques to practical business problems. It includes operations strategy, materials management, production planning and simulation, network planning, variety reduction, quality assurance, quality circles, purchasing, and problems and opportunities of introducing new technology.		Prereq: ACC 4205 Lecture Min Grade: D- Min Credits: 2.33 And MGT 4205 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MGT 5410	Human Resource Management	BE	3	12	This course combines elements of different disciplines ranging from industrial relations, social psychology, personnel management, motivation, recruitment and selection, leadership, communication, manpower planning, aspects of training and development and related processes. It is appropriate for students seeking to follow a career in Human Resource Management or in other areas of functional management.		Prereq: MGT 5400 Lecture Min Grade: D- Min Credits: 2.33
MGT 6200	Competition and Strategy	BE	3	12	The course focuses on strategic analysis and evaluation, long-range planning and policy implementation. Early lectures outline the basic strategic analysis models and case study analyses relate to both the firm's internal operations and the environment in which it operates. Prerequisite: Completion of the FNN, or INB, or MKT Core courses.		Prereq: See course description.
MGT 6297	Senior Project	BE	6	24	The senior project forms the culmination of a student's studies in the business major. It consists of a research project and weekly seminars, in which a variety of issues, some topical, are discussed. Some discussions will relate directly to the project. The project requires a significant level of enquiry and research in business and management, and will typically investigate a hypothesis or issue on a relevant topic. Following a literature survey in the early part of the semester, students will conduct individual research work on an agreed topic. The supervisor(s) will facilitate the process through regularly-scheduled meetings.		Prereq: MGT 5210 Lecture Min Grade: D- Min Credits: 2.33
MGT 6405	Leadership	BE	3	12	This course is designed to give students a firm understanding of the importance of leadership in the development and implementation of organisational strategic vision. It combines the study of leadership as social process, involving interaction of leaders and followers in different contexts; an examination of critical thinking and ethics; and an analysis of leadership competencies in leading organisations, groups, and individuals. It provides background on historical and contemporary issues concerning the role, responsibility, and process of leadership. Differentiation of leadership roles within organisations by structure, size, membership, and mission are analysed. Students use readings, projects, class exercises, and case analyses to examine leadership in diverse settings.		Prereq: MGT 5210 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MGT 7101	Project Management	GRP	4	20	Project management is the basis on which all businesses and organisations run. To make products or deliver services, employees must work together on specific projects that have deliberate goals and must be completed to keep the business running. Students will learn how to break a project down into parts, focusing on the definition of the project and its execution. Students will define the goals of projects, lead groups of people and allocate appropriate resources to see the project through to completion		Postgraduate Students Only
MGT 7110	Managing Organisations and People	GRP	4	20	Organisations consist of the people who work within them. The objectives of this course are therefore to raise the student's awareness of the centrality of managing organisations and people to understanding organisational functioning and effectiveness. To show how an understanding of human behaviour via the disciplinary bases of psychology, sociology and anthropology profoundly deepen our analysis of organisations. To demonstrate the core value of an understanding of managing organisations and people to a manager's ability to achieve organisational goals.		Postgraduate Students Only
MGT 7120	Corporate Governance	GRP	4	20	The course defines Corporate governance, the set of policies, processes and customs by which an institution is directed, is a topic of increasing importance in strategic management. How a company is governed influences rights and relationships among organisational stakeholders, and ultimately how an organisation is managed. This course teaches the fundamentals of Corporate Governance from a variety of angles – the board of directors, senior management, investors, the media, proxy advisors, regulator and other stakeholders – and focuses on assessing the effectiveness and execution of governance roles and responsibilities		Postgraduate Students Only
MGT 7125	Leadership and Corporate Strategy	GRP	4	20	This course contextualises organisational, behavioural and the people issues of change within a strategic leadership framework. It encompasses the core concepts of leadership and change to enable students to manage the more complex behavioural and organisational issues to deliver change across diverse cultural, functional, and hierarchal boundaries		Postgraduate Students Only

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MGT 7150	Research Methods	GRP	4	20	This course discusses the main concepts and techniques involved in research in the field of business. The course develops four main themes: research in context which puts the student as the researcher and as the user of research; research methodology which deals with the nature and limitations of different philosophies of research design e.g. deductive versus inductive approaches and qualitative versus quantitative approaches and the role of literature; research methods which deals with advantages and issues associated with the use of various data collection methods including observation, use of groups, interviewing techniques and questionnaire design; research proposal preparation which deals with issues of planning, literature review, topic selection, access to data, schedules, action plans, writing styles and referencing systems		Postgraduate Students Only
MKT 5200	Principles of Marketing	BE	3	12	The course introduces students to the principles and operations of marketing. Course work includes an in-depth analysis of the strategic role marketing plays in contemporary business from new product development, marketing research and target marketing to consumer behaviour analysis, advertising and promotion and personal selling activities. Each variable of the marketing mix will be covered in detail and the macro and micro business environment will be assessed for their impact on marketing planning. Lectures, discussion topics, case studies, videos and practical exercises are used to cover the course material. Prerequisite: For Business Administration majors: Completion of the Richmond core, MGT 4205, MTH 4120, and MGT 5210. For Communication majors: MGT 4200 with a minimum grade achieved of C, and COM 5200.		Prereq: ((MTH 4120 Lecture Min Grade: D- Min Credits: 2.33 And MGT 4205 Lecture Min Grade: D- Min Credits: 2.33 And MGT 5210 Lecture Min Grade: D- Min Credits: 2.33) Or (MGT 4200 Lecture Min Grade: C Min Credits: 2.33 And COM 5200 Lecture Min Grade: D- Min Credits: 2.33))
MKT 5205	Consumer Behaviour	BE	3	12	The course will focus on the study of consumers and their behavioural patterns in the consumption and purchase of product/services as well as the impact of information technology (social media, digital media) on consumer behaviour. It examines behavioural and cognitive psychology and their application in order to measure and interpreting consumers' formation of attitudes and beliefs. The course provides a psychoanalytic perspective in order to inform the development of marketing strategy as well as to what motivates individual to purchase a specific branded products. It provides an in depth understanding of the consumption culture in modern and postmodern life and how marketers develop life style branding strategies to attract different group of consumers market segments.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MKT 5405	Fashion Marketing and Retail	BE	3	12	This course covers the fundamentals of fashion and the basic principles that govern all fashion movement and change. It examines the history, development, organisation and operation of merchandising and marketing activities, trends in industries engaged in producing fashion, purchasing of fashion merchandise, foreign and domestic markets, and the distribution and promotion of fashion.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33
MKT 5410	Psychology of Fashion and Luxury Goods	BE	3	12	Consumer psychology within the context of the consumption of fashion and luxury products and services is complex and is influenced by many factors. A thorough analysis and understanding of these factors allows organisations to plan effective marketing activities suitable to their target markets. This course enables students to understand the importance of consumer behaviour in the process of marketing fashion and luxury goods and services.		Prereq: MGT 4200 Lecture Min Grade: D- Min Credits: 2.33
MKT 6200	Advertising Management	BE	3	12	The course provides an in depth study and application of advertising and its role in marketing strategies. Topics include: identification of relevant data to analyse the marketing situation; development of product/brand positioning; marketing and advertising objectives and strategies; creative strategy; media planning and evaluation; consumer motivation and advertising appeals; consumer buying behaviour; promotional communication opportunity analysis, branding and corporate image; target audiences; print and broadcast production; budgeting.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33
MKT 6205	Internet Marketing	BE	3	12	Provides students an insight into the techniques and processes involved in creating and maintaining a marketing presence on the Internet using digital technologies. New technologies have created some radical changes in the way companies reach their markets and in particular the emerging phenomenon of social media. The successful entrepreneurs of the 21st century will be those who can harness the potential of virtual technology and marry it to sound marketing practice. Students will have the opportunity to learn about electronic commerce in action; the interplay between the technology and marketing applications; the changing scope and uses of the Internet, along with current management issues facing businesses attempting to use the World Wide Web.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MKT 6210	Distribution and Retailing Management	BE	3	12	The course addresses the roles and processes of physical distribution, channel management, and retailing. Students study current practices in retail marketing strategy and its relevance to branding and positioning strategies (the store concepts, experiential marketing) the retail marketing mix decisions, the distribution channel function, and management. The relationship between the manufacturer and the end- user is analysed and the activities and functions of channels intermediaries are studied for their impact on market planning. Channels design and developments in contemporary retailing methods are covered, with the emphasis on retail store location, operations, and the influence of technology on distribution.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33
MKT 6215	Global Marketing Management	BE	3	12	Provides an insight into the strategic problems and opportunities companies face as they move from local to multinational to global markets. The problems and issues encountered in market entry are highlighted and standardisation, contextualisation and adaptation strategies are assessed for their appropriateness to new market situations. Students will be expected to understand and be able to implement an environmental approach to strategic international marketing planning.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33
MKT 6300	Fashion Buying and Merchandising	BE	3	12	The course seeks to produce creative learners who have a strong industry focus and awareness of contemporary issues, who can offer insight to the local, national and global marketplaces with an entrepreneurial outlook and considered critical perspective. The course emphasises the practical relationship between creative ideas and commercial practice that is central to successful fashion retailing. This unit addresses the complexity of this subject and aims to develop knowledge and understanding of the fashion industry, providing an exposition of the principles of the buying and merchandising functions within a retail organisation. It will also focus on the sourcing and range planning aspects in order to achieve the company's positioning and budget objectives.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 3.00
MKT 6310	Luxury Brand Management	BE	3	12	Students will gain an insight into the structure of the luxury goods market, and the impact that market change may have upon future prospects and opportunities. This course considers the nature of the luxury product and the competitive advantage that it provides to the delivery of quality, design, image and distinctiveness. The luxury brand concept and definitions are critically examined in full and the various conceptual frameworks that link the luxury brand market to the market for normal goods is explored.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MKT 6400	Developing and Managing Sales	BE	3	12	This course examines the role of sales management skills including an analysis of selling practices with emphasis on the selling process and sales management, the development of territories, determining potentials and forecasts, setting quotas, analysis of customers and markets. The course will provide students with skills such as developing sales management strategies designed to help companies to design and organise sales forces, recruiting and selecting the right people, training and developing the sales force, motivating and rewarding salespeople. Lectures, projects and cases analyse all aspects of assessing the performance of the sales force necessary for the effective management of a sales team, whether in consumer goods, business-to-business, or service marketing.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33
MKT 6405	Marketing Planning and Strategy	BE	3	12	This Course provides the final experience for students concentrating in marketing. Using the case study approach, students integrate their knowledge from previous marketing courses and develop analytical and interpretive skills necessary for strategic and tactical decision-making. Marketing decisions are considered and students undertake a project as a major component of the course.		Prereq: MKT 5200 Lecture Min Grade: D- Min Credits: 2.33 And MGT 5210 Lecture Min Grade: D- Min Credits: 2.33
MKT 6962	World Internship in Marketing	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MKT 6972	Internship in Marketing	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		
MKT 7100	Global Marketing Strategy	GRP	4	20	This course sets forth principles of strategic marketing management and sets these principles within the framework of theory and practice. Students will gain a broad understanding of resource based theory from a global perspective, including the relevance and role of company resources and competitive strengths in constructing both single business and multi business strategies. Through critical appraisal of the subject, students will become aware of the role and importance of incorporating business ethics, values, and social responsibilities when creating and executing company strategy.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MTH 3000	Fundamentals of Mathematics	BE	3	12	A requirement for all students whose diagnostic mathematics placement reveals a need to study the fundamentals of mathematics. It is a comprehensive course dealing with the ordinary processes of arithmetic and number theory, elementary algebra, functions and manipulation of functions, geometry and applications of well known formulas, basic concepts in trigonometry, sets and logic, sequences and series arithmetic, further ideas in functions (inverse, exponential and logarithmic functions) and basic calculus (derivatives of functions and simple integration). This course may not be used to satisfy general education requirements in mathematics but may act as a prerequisite to a host of courses that require some essential mathematical knowledge.		
MTH 3110	Pre-calculus	BE	3	12	This course is designed to provide students with the necessary mathematical background for calculus courses. It covers the fundamentals of real-valued functions, including polynomial, rational, exponential and logarithmic functions. Inequalities, elementary analytical geometry and trigonometry are also covered.	LV11	Prereq: MTH 3000 Lecture Min Grade: C Min Credits: 2.33 Or Placement Test Mathematics 2.0000
MTH 3111	Functions and Applications	BE	3	12	This course is designed to provide students with the necessary mathematical background for calculus courses and its applications to some business and economics courses. It covers the fundamentals of real-valued functions, including polynomial, rational, exponential and logarithmic functions and introduces students to the concepts of derivative and integral calculus with its applications to specific concepts in micro- and macro-economics	LV11	Prereq: MTH 3000 Lecture Min Grade: C Min Credits: 2.33 Or Placement Test Mathematics 2.0000
MTH 4110	Calculus with Applications	BE	4	16	This course provides a sound understanding of the concepts of calculus and their applications to business and economics. Emphasis in providing the theory side by side with practical applications and with numerous examples. Topics include co-ordinate geometry of straight lines, quadratic curves, exponential and logarithmic functions; elementary differentiation and integration; and applications to maxima, minima, and optimisation. It also deals with differentiation and integration of trigonometric and inverse trigonometric functions.	LV11	Prereq: MTH 3110 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 3.0000



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MTH 4120	Probability and Statistics I	BE	3	12	An introductory course in probability primarily designed for business economics and psychology majors. The course coverage will include: descriptive statistics, elementary probability theory, random variables and expectations, discrete probability distributions (Binomial and Poisson distributions), continuous probability distribution (Normal distribution), linear regression analysis and correlations, elementary hypothesis testing and Chi-square tests, non-parametric methods and SPSS lab sessions targeting applications of statistical concepts to business, economics and psychology and interpretations of hardcopies. All practical work will be produced using SPSS statistical software.	LV11	Prereq: MTH 3000 Lecture Min Grade: D- Min Credits: 2.33 Or MTH 3110 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
MTH 4130	Game Theory	BE	3	12	This course provides an introduction to game theory. The course will specifically aim to study the core principles of game theory from a theoretical and practical perspective making use of game algebra. Areas to be studied will include the notion of game strategies, classification of games, game trees, the Nash equilibrium, and zero - sum games, mixed strategy games, the prisoner's dilemma and repeated games, collective action games, evolutionary games in the context of hawk-dove games. Applications to specific strategic situations such as in bargaining, bidding and market competition will be explored.	LV11	Prereq: Placement Test Mathematics 3.0000 Or MTH 3110 Lecture Min Grade: D- Min Credits: 2.33
MTH 4140	Mathematics of Argument and Reasoning	BE	3	12	This course provides an introduction to the mathematics of arguments and reasoning by introducing students to logic and discrete mathematics. It examines the nature of logic, in particular propositional and deductive logic, tautologies and contradictions, algebra of sets, relations, Boolean functions, graph theory and matrix algebra. The topics covered will include propositional calculus, methods of deduction, and quantification theory, leading to an introduction to first order logic, proof by induction and recursive relations. Valid and invalid argument forms and their tests will be performed. Applications of these concepts to logical networks, switching circuits and network analysis will be investigated.	LV11	Prereq: MTH 3000 Lecture Min Grade: D- Min Credits: 2.33 Or MTH 3110 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000
MTH 4150	The Art of Mathematics	BE	3	12	Explores the nature and diversity of modern mathematics through an examination of mathematical themes such as numbers, infinity, axioms, symmetry and space. The topics studied are placed in their historical and cultural context. Various philosophical questions may also be considered.	LV11	Prereq: MTH 3000 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test Mathematics 2.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MTH 5110	Calculus with Analytical Geometry	BE	4	16	This Course provides a detailed coverage of the analytical and geometrical properties of exponential functions, logarithmic functions, hyperbolic functions; complex numbers; Taylor-MacLaurin expansion; methods of integration; infinite series; and co-ordinate geometry of the conic sections and calculus of functions of several variables to include partial derivatives, solving linear differential equations of first order; multiple integrals, Jacobians, line and surface integrals and the theorems of Green and Stokes; and continuity and analyticity of functions of complex variables.	LV11	Prereq: MTH 4110 Lecture Min Grade: D- Min Credits: 2.33
MTH 5120	Probability and Statistics II	BE	3	12	Continuing MTH 4120, the course is concerned with inferential statistics. It covers sampling distributions, point estimations, interval estimations and estimating confidence intervals for populations and proportions, hypothesis and significance testing, goodness-of-fit test and Chi-square test, one-way analysis of variance (ANOVA), applications of non-parametric statistics, linear regression analysis. All practical work will be done on SPSS statistical software.	LV11	Prereq: MTH 4120 Lecture Min Grade: D- Min Credits: 2.33
MTH 5130	Game Theory and Decision Methods	BE	3	12	This course provides an introduction to game theory and its relation to decision methods in business. The course will cover the core principles of game theory and its role in the process of decision making in business. The use of game algebra and the analyses of the structure of various types of practical statistical decision problems as applied to business will be emphasised. The areas to be studied will include decision making under uncertainty, risk analysis, Baye's strategies, decision trees, linear programming, Markov Processes, game strategies, classification of games, game trees, the Nash equilibrium, zero-sum games, mixed strategy games, the prisoner's dilemma and repeated games, collective action games and evolutionary games in the context of hawk-dove games. Applications to specific strategic situation such as in bargaining, bidding and market competition will be explored.	LV11	Prereq: MTH 4110 Lecture Min Grade: D- Min Credits: 2.33 Or MTH 4120 Lecture Min Grade: D- Min Credits: 2.33
PHL 4100	Introduction to Philosophy	CASS	3	12	This course introduces students to discipline of philosophy. It examines various branches of philosophy including logic, epistemology, ontology, ethics, political and religious philosophy. It takes a topic-based rather than historical approach, and looks at set of problems such as the mind-body problem, empiricism versus rationalism, and subjectivism versus naturalism. To this end, various important Western philosophers will be considered including Aristotle, Descartes, Locke, Hume, Kant & Russell.	LV2H	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PHL 5400	Modern European Mind	CASS	3	12	This Course examines the development of the European philosophical tradition from the Pre-Modern period, through the Modern Period, and considers some Contemporary philosophical trends. Students will study original texts from thinkers as diverse as Thomas a Kempis, Aquinas, Descartes, Locke, Hume, Kant, Hegel, Marx, Kierkegaard, Nietzsche, Wittgenstein, Sartre, Barthes, Foucault and Butler. Philosophical pairs such as rationalism and empiricism, idealism and materialism, and structuralism and poststructuralism will be examined. The influence of science and psychology on the 'modern European mind' will also be reviewed.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
PLT 3100	Foundations of Politics	CASS	3	12	Introduces students to the study of politics by defining, exploring and evaluating the basic concepts of politics through the analysis of modern and contemporary ideologies. It outlines some of the central issues in the study of politics such as the nature of the political itself; power and authority in the state; political obligation; the rights and duties of the citizen; liberty and equality; economic systems and modes of production through the scope of central political ideologies such as liberalism, Marxism, conservatism, feminism, multiculturalism and environmentalism.	LV13	
PLT 3105	Comparative Political Systems	CASS	3	12	Examines the political experience, institutions, behaviour and processes of the major political systems. Analyses major concepts, approaches and methods of political science in order to produce comparative analyses of different states and governments and provide a critical understanding of political decision-making processes in modern states.	LV13	
PLT 4100	Major Political Thinkers	CASS	3	12	This course provides students with an introduction to political thought and political philosophy, as it has developed in the Western World. The origins of modern political thought and political ideologies are discovered and explored through the study of a range of major political thinkers, such as Machiavelli, Hobbes, Locke, Rousseau, Burke, Wollstonecraft, Marx, Mill, and Nietzsche.	LV2S	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 5100	Politics Of The Middle East	CASS	3	12	Deals primarily with the politics of the Arab world, although Iran and Turkey are discussed where appropriate. Deals with issues of political and economic development in the region, as well as with geo-strategic and international concerns. This course is thematic rather than national in focus, and addresses issues such as nationalism, religion, revolution, democratisation, gender politics, the politics of oil, and external influences on the Middle East.	LV3S	Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33
PLT 5200	Political Economy: Capitalism and Critic	CASS	3	12	This course examines the historical development of political economy, from liberal, mercantilist and radical political economy in the 18th and 19th centuries, to a range of 20th century scholars of political economy. The object of study in the course is theories of capitalism, and addressed themes include the nature of market society, the relationship between state and market, economic growth and economic crises, market failure and government failure, and the relations between capitalism, democracy, authority, and the individual. The course focuses on the study of major thinkers with regard to the capitalist system, such as Smith, Marx, Keynes, and Schumpeter.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4115 Lecture Min Grade: D- Min Credits: 2.33 Or PHL 4100 Lecture Min Grade: D- Min Credits: 2.33
PLT 5205	British Politics: Inside Parliament	CASS	3	12	This course will introduce students to the main political institutions in the United Kingdom (the monarchy, the executive, parliament, political parties and electoral systems) and to important debates in contemporary British society, such as constitutional reform, Britain's relations with Europe, the power of the media, gender debates and multiculturalism. The class combines theoretical and empirical approaches. Classes are supplemented by 10 sessions in the House of Commons with a Member of Parliament.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33
PLT 5400	Politics in the USA	CASS	3	12	Examines the nature of politics and political processes in the United States of America. The course considers the theoretical and actual implementation of policy. Constitutional mandates and constraints on the different branches of government are addressed, along with the impact of these on policy making processes. The course then examines and explores post-war policy practices, considering both internal and external influences on political processes in the USA.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 5401	Politics goes to Hollywood	CASS	3	12	Popular culture often reflects and shapes the political landscape of a given epoch. This course critically investigates the tensions between actual political conditions and events and their representations in popular culture, particularly in film. In using selected concepts and theories of political science this course seeks to identify and describe explicit and implicit political content in contemporary popular culture. The course will provide students with an opportunity not only to critically examine a variety of contemporary political analyses on key issues but also to independently assess the relevance and coherence of political concepts through the medium of film. Indicative themes studied may include changes in political economy, race and identity politics, contemporary warfare and ecological crises.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 3.00 Or PLT 4100 Lecture Min Grade: D- Min Credits: 3.00 Or COM 4100 Lecture Min Grade: D- Min Credits: 3.00
PLT 5405	The European Union in the New International System	CASS	3	12	Historical beginnings of the European Union, its institutions and its economic performance. The Single European Act, the European Monetary System, social, political and economic aspects of integration and foreign policy cooperation.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4115 Lecture Min Grade: D- Min Credits: 2.33
PLT 5410	Islam and The West	CASS	3	12	The aim of this course is to focus on the historical, political and religious relationships between "Islam" and the "West". Islam has for centuries been Europe's neighbour and cultural contestant with a history of conflict and co-existence. Since September 11 there has been increasing talk of a "clash of civilisations", but globalisation has also created an interdependency of faiths which requires greater co-operation, understanding, and dialogue. A recurrent theme of this course will be whether it is possible to separate the world into monolithic entities called "Islam" and the "West". Why is one defined in terms of religion and the other a geographical designation? Further, we are increasingly witnessing "Islam in the West". Muslims are not confined to the Middle East but have spread in large numbers to Europe and the United States and there have been Islamic communities living in the Balkans and in parts of southern Europe for centuries. Another theme will be the relations between religion and state in Islam and Christianity. Is Islam inherently resistant to secularisation as some scholars believe?		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4105 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 5415	Politics Of Sub-Saharan Africa	CASS	3	12	Follows the attempt to promote stability, economic development, and democratic systems of government in sub-Saharan Africa, and engages with the core issue of the relationship between the state, civil society, and external interests in the region. The many social, political, economic and security problems that hamper the development project are addressed, by following a historical trajectory from the colonial era through to modern times.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33
PLT 5420	Russian Politics and History	CASS	3	12	This course focuses on the political evolution of the world's first Communist state - its birth, development, collapse and recent transformation. The course will introduce students to the major developments in Russian politics and history over the last century, from the revolution of 1905 to the First and Second World Wars, to the Cold War, the rise and fall of the Soviet Union and to its successor.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33
PLT 5425	Modern China	CASS	3	12	Examines aspects of China's history such as the Opium Wars, the downfall of the Empire in 1911, the growth of nationalism and the ensuing civil war, the rise and decline of Maoism and the role of China in world politics, with particular reference to its increasing economic importance.		Prereq: PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 3100 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 Or ECN 4115 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 6200	Liberty Justice Equality: Contemporary Political Theory	CASS	3	12	Investigates the central debates and concepts of 20th and 21st century political theory. Through a close examination of key texts representative of the spectrum of contemporary ideological positions, students will become familiar with a variety of key arguments around political concepts such as equality, freedom, democracy and justice. Students will become familiar with central ideas that have shaped political activity in the 20th and 21st centuries and will become familiar key issues discussed in contemporary political theory.		Prereq: PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PHL 4100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4110 Lecture Min Grade: D- Min Credits: 2.33
PLT 6205	Policy-Making in a Globalised World	CASS	3	12	This course investigates the process of policy-making in modern states. It explores how in the new globalised world governments “import” and “borrow” policy ideas from each other, while analysing how the different actors – states, bureaucrats, think-tanks, policy-networks, lobby groups, citizens, etc – participate and influence the policy-making process. Through role-play activities (such as writing a political manifesto, advising a President on a foreign-policy issue, or enacting a policy-network in the policy process) students will understand the complexities of policy-making and the challenges that the modern state faces in the era of globalisation.	LV3S	Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33
PLT 6296	Senior Seminar in Political Science 1	CASS	3	12	This research intensive course for the major is the first part of a two semester sequence taken in the Senior year. Students produce a research proposal, a literature review and a substantial draft that feeds directly into Senior Seminar 2 which culminates in a 8,000 - 10,000 word dissertation. Students are guided through the various stages of proposal and dissertation writing, and draft work is supervised regularly in a process of continuous feedback.		Prereq: SCL 5200 Lecture Min Grade: D- Min Credits: 2.33
PLT 6297	Senior Seminar in Political Science 2	CASS	3	12	Senior Seminar 2 is second half of the research intensive course for the major. Building directly on the writing completed in Senior Seminar 1, students produce an 8,000-10,000 word thesis driven research paper. Students are guided through the various stages of drafting and revising their final dissertation, and orally present their research according to conference standards as part of the formative process.		Prereq: PLT 6296 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 6400	Political Sociology: Power, State and Society	CASS	3	12	At the heart of political sociology is a concern with the relationship between the state and society, a relationship that, as citizens, affects us all. This course explores the link between the people and the state in three interrelated respects: the concept of power, the theory and practice of revolution and the way politics affects the social fabric of daily life in technologically advanced, multi-media societies. In addition, a discussion takes place regarding the global significance of political and social change.		Prereq: PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 4110 Lecture Min Grade: D- Min Credits: 2.33 Or COM 5200 Lecture Min Grade: D- Min Credits: 2.33
PLT 6405	Citizenship: National and Global	CASS	3	12	Examines the theoretical, political and sociological conceptions of citizenship. Tracing the development of the concept from ancient societies to the present day, it examines both the theoretical constructs and the concrete political meanings of the term. The course therefore considers the development of the nation state and the establishment of both legal and social citizenship. The course also addresses the notion of global citizenship in the context of international governance as well as the globalisation of both economies and environmental issues.	LV3S	Prereq: PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or PHL 4100 Lecture Min Grade: D- Min Credits: 2.33
PLT 6410	Politics Of Environmentalism	CASS	3	12	Examines the political, economic, ideological, and social dilemmas associated with environmental issues. The first section of the course addresses the historical roots of environmentalism, its key concepts, and a range of key thinkers and paradigms for understanding environmentalism as an ideology. The second section of the course explores the role of key actors engaged in environmental policy making, and important issues in contemporary environmental politics. Topics addressed include environmental movements and parties, global environmental regimes, the impact of the media on environmental issues, and prospects for green technologies and employment.	LV3S	Prereq: HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PHL 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 4110 Lecture Min Grade: D- Min Credits: 2.33
PLT 6415	Ethnicity and Identity	CASS	3	12	Examines the questions of whether ethnicity is a universal phenomenon, and if ethnic conflict is inevitable. Investigates why ethnicity became such an important tool of political organisation in the 20th century. This course examines ethnicity, and to a lesser extent religion and nationalism, as bases of social and political belonging and differentiation and sources of both creativity and conflict. Starting with the premise that identity is socially constructed, the ways in which ethnic identity has been formed and used in different societies will be examined. Different theories of ethnicity will be explored during the course, as well as specific case studies. Key contemporary issues in the study of ethnicity and identity, such as immigration and multiculturalism, are also addressed.	LV3S	Prereq: DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 4110 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 6420	Gender, Politics and International Relations	CASS	3	12	Explores the field of gender and politics. It addresses both theoretical and practical concerns. Starting from an analysis of the concept of gender, the course moves on to a discussion of feminist theory, followed by feminist criticisms of political and IR theory. The main body of the course is comprised of the examination of a range of issues from gendered perspectives including: nationalism, democracy, security and war, development and political economy.	LV3S	Prereq: INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 4110 Lecture Min Grade: D- Min Credits: 2.33
PLT 6425	Religion, Identity and Power	CASS	3	12	The recent emergence of a number of religious movements in many parts of the world has raised important questions about the role of religion in political and social life. This course explores the relationship between religion, political identity and its expression between and across nation-state borders. By focusing on a number of religious movements, such as various Islamic revivals and the new Christian right, this course will examine the various ways in which religious traditions are used as identity-building vehicles, particularly at times of cultural transition and social change. It examines how the internet and other communication networks serve as mediums for Religious identity formation.	LV3S	Prereq: DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PHL 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 4110 Lecture Min Grade: D- Min Credits: 2.33
PLT 6430	Democracy and Democratisation	CASS	3	12	This course analyses the rise of democracy as an idea and as a practice using both theoretical and historical approaches, and processes of democratisation in both theoretical and empirical terms. The course aims to (1) provide an introduction to the central models of democracy (namely classical democracy, republicanism, liberal democracy, deliberative democracy and cosmopolitan democracy); (2) to analyse problems associated with the practice of liberal democracy, namely political engagement, the advent of post-democracy and the rise of populism: and (3) to analyse the practice of democracy in Europe, Latin America, Africa, Asia, and its relation with Islam, particularly with reference to experiences with democratisation.		Prereq: DEV 4100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 4100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 4110 Lecture Min Grade: D- Min Credits: 2.33 Or INR 4100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 6962	World Internship in Political Science	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		
PLT 6972	Internship In Political Science	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 3100	Foundations in Psychology	CASS	3	12	Introduces students to the major areas within the psychology discipline, through current empirical research and theoretical debate. Topics include: scientific methodology; brain functioning; sensation and perception; evolutionary theory; consciousness; development; personality; social psychology; psychopathology; language; and learning. Students discover how psychological research is conducted and how research findings can be applied to understanding human behaviour.	LV13	
PSY 3105	Foundations in Social Psychology	CASS	3	12	This course is designed to expose students to the discipline known as Social Psychology, the scientific study of how people come to understand individuals, groups, and themselves as social entities. Social psychological processes influence how we perceive, judge, remember, and behave toward people. These processes shape, and are shaped by, our social expectations, social roles, social goals, and social interactions. Although it may seem that social psychologists merely study “the obvious” (e.g., attractive people are more liked than unattractive people), the field has made a significant impact both theoretically (e.g., theories about the formation of stereotypes and prejudice) and practically (e.g., how organisations can make better decisions). Through a series of lectures, videos and class discussions, this course will examine the influence people have on each other’s thoughts, feelings, and behaviours.	LV13	
PSY 4200	Beginning Human Sciences Research	CASS	3	12	Beginning Human Science Research introduces students to the study and interpretation of lived experience. The course covers a range of qualitative models that govern human science research, with a special emphasis on the common features that distinguish them from natural science and quantitative research frameworks. One of the special features of the course is its practical emphasis, whereby students are encouraged to generate human science research questions, to carry out interviews and to complete a series of writing exercises that stimulate their capacity to interpret lived experience. The course also covers the relationship between writing and reflection, the value of narrative approaches, and research ethics in qualitative research. Students will be expected to reflect deeply about the experiential workshops, and to demonstrate their understanding by means of descriptive interpretations and thematic analyses on key topics.		Prereq: PSY 3100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 4205	Concept and Historical Issues in Psychology	CASS	3	12	This course engages students in an overview of the main philosophical, scientific and social ideas that formulated psychology as we know it today. We will cover conceptual and methodological positions underlying different paradigms and research trends in the study of human behaviour. We will examine the following questions: what is science and to what extent is psychology permeated by the characteristics of science; what is the extent of social and cultural construction in psychology; is or can psychology be morally or politically neutral; what can we learn from the history of psychology so far? In addition this course will address the issues involved in acquiring knowledge through various scientific methodologies, the critique of traditional methods in psychology, the relationship between facts and values and the significance of the standpoint from which values are understood. Finally, we will discuss ethical issues in psychology, their origins, the moral underpinnings of theory, research and practice and how psychologists construct ethically responsible practices within a social environment.		Prereq: PSY 3100 Lecture Min Grade: D- Min Credits: 2.33 And PSY 3105 Lecture Min Grade: D- Min Credits: 2.33
PSY 4210	Developmental Psychology	CASS	3	12	Developmental Psychology explores the child's developing experience of the world. Major theories and issues in development from conception to adolescence are examined with a particular emphasis on the nature-nurture issue and cross-cultural studies. Topics covered include: foetal development, physical development, cognitive development, social development and personality development. Students are encouraged to actively participate in class discussion and use their own experiences to help understand theoretical issues.		Prereq: PSY 3100 Lecture Min Grade: D- Min Credits: 2.33
PSY 4215	The Biological Basis of Human Behaviour	CASS	3	12	Exposes students to the relationship between biology and behaviour. Students are expected to assess critically the extent to which biological explanations can be used to understand or explain human behaviour. Topics covered are: motivational behaviour; social behaviour; sleep; perception; learning; and memory. Special discussion topics include: sexual behaviour; eating disorders; emotions; and consciousness. In addition, the course also looks at perceptual and memory disorders. Prerequisite: PSY 3100 Foundations in Psychology and at least one other lower-division psychology course		Prereq: ((PSY 3100 Lecture Min Grade: D- Min Credits: 2.33 And (PSY 3105 Lecture Min Grade: D- Min Credits: 2.33 Or PSY 4200 Lecture Min Grade: D- Min Credits: 2.33 Or PSY 4205 Lecture Min Grade: D- Min Credits: 2.33 Or PSY 4210 Lecture Min Grade: D- Min Credits: 2.33)))

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 5100	Human Development	CASS	3	12	This course is designed to explore in detail the way in which socio-cultural contexts influence the development of the self in infancy and childhood. Special emphasis will be given to the development of the self-concept and self-esteem, interpersonal processes and the application of psychoanalytic ideas to human development; including the work of Erik Erikson, Anna Freud and D. W. Winnicott. The course will also focus on the role of family processes on socialisation, the effects of trauma in childhood, peer group dynamics and children's friendships; as well as a wide variety of theoretical perspectives on adolescence, and contemporary theories of the relationship between insecure attachment and psychopathology. Students will have the opportunity to engage in independent research projects examining a variety of topics, including the effects of parenting styles on the developing child, the long-term effects of solitude, and the effects of inter-parental conflict on the child's sense of security.	LV3S	Prereq: PSY 4210 Lecture Min Grade: D- Min Credits: 2.33
PSY 5200	Theories Of Personality	CASS	3	12	The purpose of this course is to increase students' awareness of the variety of theoretical viewpoints that exist regarding the nature of human personality and the factors that influence human behaviour. We will examine the different theoretical viewpoints in terms of what they may have to say about personality structure and its development, emotion, motivation, cognition, the development of psychopathology, and clinical applications for personality change. Students will also be asked to evaluate the prominent theoretical perspectives critically and to consider cultural variations in personality constructs. It is hoped that students will be able to incorporate the most useful aspects of each approach and synthesise them to develop their own perspective regarding the nature of human personality development and functioning.		Prereq: PSY 4210 Lecture Min Grade: D- Min Credits: 2.33
PSY 5205	Quantitative Methods In Psychology	CASS	4	16	This course is designed to introduce students to the various stages of quantitative research within the Psychology discipline. Students will gain experience doing research and deriving topic questions. In addition, students will learn to formally critique empirical work. The course is designed as a laboratory course; extensive student participation is required. Upon completion of this course, students will have mastered the basic steps for conducting independent research, with ethical and laboratory constraints following APA guidelines.		Prereq: PSY 3100 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4120 Lecture Min Grade: D- Min Credits: 2.33 And PSY 4205 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 5210	Experimental Methods In Psychology	CASS	4	16	This course covers experimental design and testing methodology in the study of human behaviour. The course will elaborate on the content covered in PSY 5205 Quantitative Methods in Psychology. More advanced statistical analysis will be covered alongside the theoretical base for using different research methods and what are the advantages and disadvantages of each. Also we will discuss in depth ethical issues in psychological research and the way we report and present studies in psychology. Students are expected to be deliver their experimental work with limited direction building on what they learned in PSY 5205 in terms of designing, conducting and reporting an experiment according to APA standards.		Prereq: PSY 3100 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4120 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5205 Lecture Min Grade: D- Min Credits: 2.33
PSY 5400	Mind and Language	CASS	3	12	This is an interdisciplinary course that introduces students to current research and debates in the areas of language and communication. Whereas similar courses have focused on the relationship between language and mind, this course aims to address a relatively neglected aspect of psychology: the relationship between language and self. Beginning with an overview of the biological basis of language and a review of the developmental research on language acquisition, the course will also examine the relation between gesture and language. Clinical models of communication will be covered, focusing on pathological forms of communication such as schizophrenia and autism. The second part of the course will examine structuralist and poststructuralist approaches to language, linguistic interpretations of psychoanalytic theory, narrative communication and narrative identity, as well as theories of reading and writing.		Prereq: PSY 4210 Lecture Min Grade: D- Min Credits: 2.33
PSY 5405	Psychopathology	CASS	3	12	Combines lectures, case studies, and audiovisual sessions to introduce students to the field of clinical psychology, psychiatry, and mental health work. An examination of the symptoms and treatment options for a range of mental and emotional disorders, including anxiety, depression, mania, and the schizophrenias, raising a number of important issues for discussion. These include: cultural variations in the definition and diagnosis of disordered states; the social psychological problems of the move from asylums to community care; and criticisms of the medical model of abnormality.		Prereq: PSY 4210 Lecture Min Grade: D- Min Credits: 2.33
PSY 5410	Human Sexuality	CASS	3	12	This course explores the role of sexuality in psychological processes. Students evaluate a variety of theoretical approaches, including the biological, social learning, and psychoanalytic perspectives. Topics include sexual development, sexual identity, and sexual orientation. Students examine material from a range of social science disciplines.		Prereq: PSY 4210 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 5415	Psychology and Cinema	CASS	3	12	This course examines psychological approaches to understanding films. Beginning with classical psychoanalytic interpretations of contemporary films, the course will evaluate the relevance of Freud's work on the uncanny, voyeurism, repetition compulsion and trauma. Students will also be introduced to Barthes' influential semiotic work on narrative codes and their use in the film industry, as well as Laura Mulvey's seminal feminist critique of Hollywood. Of special interest is the cinema's potential, as an art form, to capture contemporary psychological processes such as individuation, the fear of fragmentation and the search for a narrative identity. There is a special emphasis on Jungian approaches to film, the Symbolic cinema, critical analyses of narrative structures, and the application of existential-phenomenological categories of thought to reading films. The course is run as a seminar, so students are expected to read widely and participate with interest.		Prereq: PSY 3100 Lecture Min Grade: D- Min Credits: 2.33
PSY 5420	Arts Psychotherapies	CASS	3	12	This course is designed to provide students with the opportunity to explore the relationship between psychology and the arts (art, dance, drama and music) by examining Arts Psychotherapies' theories and its applications. This course aims to provide students with the tools to critically integrate psychological theories, methodologies and practice in the application of the arts with psychotherapeutic aims. Students will be expected to understand the theories that inform each of the Arts Psychotherapies, and to investigate the benefits and limits of the arts medium applied in a psychotherapeutic process. Students are encouraged to develop an understanding of the use of the arts as a psychotherapeutic media for a variety of settings. An appreciation of inter-cultural and interdisciplinary approaches in therapeutically contexts is also encouraged. This course is theoretical and experiential, and expects students to be active participants in the learning process.		Prereq: PSY 3100 Lecture Min Grade: D- Min Credits: 2.33
PSY 6200	Theories and Systems In Psychology	CASS	3	12	The course looks at the history and epistemology of psychological theories with a view to making critical comparisons of four of the main schools of thought: Behaviourism, Cognitive Psychology, Psychoanalysis and Phenomenology. Seminar topics and discussion include: the mind-body debate, the free-will vs. determinism debate, artificial intelligence, the integration of Western and Eastern psychological theories, cultural assumptions in psychology, etc. Students are expected to have a thorough grounding in basic psychological theories and concepts before taking this course. This course should only be taken by graduating seniors, preferably in their final semester.		Prereq: PSY 4205 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5200 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 6205	Developmental Psychopathology	CASS	3	12	The course examines the psychological forces that divert development from its typical channels and either sustain the deviation or foster a return to typical development. Using a comparative developmental framework, the psychopathologies to be covered will be arranged in chronological order from infancy to childhood and adolescence. Thus autism, insecure attachment and oppositional-defiant disorder will be examined in relation to typical development in infancy and early childhood, while ADHD and learning disabilities will be studied in the context of the preschool years. Other topics include: anxiety disorders in middle childhood, child and adolescent suicide, conduct and eating disorders, as well as the risks incurred by brain damage, child maltreatment and social victimisation. The course will also cover alternative models of child psychopathology, assessment procedures and approaches to intervention and prevention. Students will have the opportunity to do in-depth research on a topic of their choice and to think critically about case material.		Prereq: PSY 5200 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5100 Lecture Min Grade: D- Min Credits: 2.33
PSY 6210	Cognitive Science	CASS	3	12	Cognitive science is an exciting interdisciplinary approach to the mind that draws on research from a variety of disciplines, including philosophy, computer science, linguistics, neuroscience, and psychology. The resulting theories and data have also exerted a profound influence on how philosophers approach fundamental issues about the nature of the mind. This course focuses on such issues, including: Is the mind a computer? How much of the mind is innate and how much is learned? Is the mind a unitary general purpose mechanism, or is it divided into specialised subsystems or courses? How do we represent the world in thought? Are human beings rational?		Prereq: PSY 4215 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5210 Lecture Min Grade: D- Min Credits: 2.33
PSY 6391	Senior Projects Psychology I: Quantitative Methods	CASS	4	16	This is a course for graduating psychology majors, providing students with the opportunity to conduct an extended piece of empirical research in an area and topic of their choice. Students independently research, design, conduct, analyse and report their research with guidance from the course tutor. The emphasis is upon quantitative methods, psychological statistics and experimental research designs.		Prereq: PSY 5210 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5205 Lecture Min Grade: D- Min Credits: 2.33



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 6392	Senior Projects Psychology II: Qualitative Methods	CASS	4	16	This is a course for graduating majors, providing students with the opportunity to conduct an extended piece of qualitative research in a specialised area of psychology. Students independently research, design, conduct, analyse, and report their research with guidance from the course tutor. The focus will be on qualitative methods: Amadeo Giorgi's empirical-phenomenological method, Strauss & Corbin's grounded theory procedures, hermeneutic approaches such as reflective life-world research; as well as contemporary research methods such as memory work and discursive psychology.		Prereq: PSY 4200 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5210 Lecture Min Grade: D- Min Credits: 2.33
PSY 6400	Psychoanalysis	CASS	3	12	The course examines the development of psychoanalytic theory and practice from its early beginnings in turn-of-the-century Vienna to contemporary practices. Beginning with Freud's early studies in hysteria, the course reviews Freud's seminal ideas on the unconscious, sexuality and the transference; as well as Klein's contributions to child analysis and psychoanalytic theory. The work of the Neo-Freudians is also covered. In particular, the course examines Horney's pioneering model of the structure of the neuroses and Sullivan's interpersonal critique of classical psychoanalysis. Finally, the course considers the work of Fairbairn on the schizoid personality and his unique reformulations of psychoanalytic theory and method. Students will have the opportunity to do in-depth research on a psychoanalytic model of their choice and to think critically about case material. Students will also have the opportunity to apply psychoanalytic concepts to the interpretation of films.		Prereq: PSY 5200 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 6405	Existential-Phenomenological Psychology	CASS	3	12	This course is an introduction to phenomenology and existential psychology, focusing on the works of Merleau-Ponty, Jaspers, Sartre, Camus and Simone de Beauvoir. Beginning with Kierkegaard's psychology of anxiety and despair, the course covers: the structure of human experience, the psychology of limit situations, embodiment and sexuality, the ontology of human relationships. Sartre's theory of human conflict will be contrasted with Simone de Beauvoir's ethics of ambiguity. Of special interest is Merleau-Ponty's account of human freedom and the structure of life choices, as well as Heidegger's existential analysis of temporality and death. The course also examines the literature of the absurd, in particular, Camus' existential analysis of suicide and authenticity. The application of the phenomenological method to literature and films is explored and students will be given the opportunity to apply their phenomenological ideas to their 'reading' of a selected short film. There is an emphasis on active forms of learning, so that students are expected to read widely, think deeply and participate in class discussions.		Prereq: PSY 5100 Lecture Min Grade: D- Min Credits: 2.33
PSY 6410	Memory and Awareness	CASS	3	12	This course introduces students to key topics, theories and scientific methods in the study of memory with a specific focus on the concept of consciousness in memory. We will first cover concepts and methodological approaches in memory followed by a discussion on the models of memory proposed by different theorists. These topics will set the basis for a more in depth examination of neuroanatomy and psychopharmacology in relation to memory models leading to the topics of encoding vs. retrieval parameters and distortions of memory. The implications of findings in the aforementioned areas regarding the educational and legal systems will be studied. The connection of these areas with consciousness will then be established and a more in depth discussion of concepts will follow including recollection and familiarity, episodic memory and auto-noetic consciousness, nonconscious memory, memory for emotional events etc.		Prereq: PSY 4215 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5210 Lecture Min Grade: D- Min Credits: 2.33
PSY 6415	Counselling Theory and Practice I	CASS	4	16	This course combines theoretical approaches to counselling with practical and experiential work. Students are introduced to an integrative, multi-cultural approach to counselling, which draws on a wide-range of theoretical perspectives, including psychoanalytic, psychodynamic, existential, and Gestalt approaches. Selected issues are discussed via case examples and videos, and guest lectures from visiting professionals.		Prereq: PSY 5200 Lecture Min Grade: D- Min Credits: 2.33 And PSY 5100 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 6420	Counselling Theory and Practice II	CASS	4	16	This course gives students the opportunity to build on the basic understanding and skills developed in PSY 6415, Counselling Theory and Practice I. Students choose to focus on two approaches from a wide range, including; psychodynamic, existential, Gestalt and cognitive-behavioural approaches. Current trends in counselling training and practice are discussed, and issues are examined via the analysis of case studies helped by videos and guest lectures from visiting professionals. Advanced aspects of the counselling skills model are practiced in classroom exercises, and students continue to participate in a facilitated group for self-development and reflection.		Prereq: PSY 5200 Lecture Min Grade: D- Min Credits: 2.33 And PSY 6415 Lecture Min Grade: D- Min Credits: 2.33
PSY 6962	World Internship in Psychology	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PSY 6972	Internship In Psychology	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		
RLG 5100	Comparative World Religions	CASS	3	12	This course explores the monotheistic religions of the Near East (Judaism, Christianity, and Islam), those of India and the Far East (Hinduism, Buddhism, and Taoism) and the 'new-age' faiths. The history and practice of each is studied. Special emphasis is laid on the philosophical and psychological basis of each religion and common themes such as the self, suffering, free will and ethics. Primary and secondary sources are studied along with an examination of methodology in comparative religion.	LV3H	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
SCL 3100	Foundations of Sociology	CASS	3	12	An introduction to the study of society. Topics include: the origins and nature of sociology and the social sciences; society and culture; social institutions such as family, education, and work; socialisation; social stratification, power, and social change; industrialisation; and urbanisation.	LV13	

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
SCL 4110	Gender and Culture	CASS	3	12	This course introduces students to the study of gender and investigates how male and female differences can be interpreted across a range of cultural variables. In addition to exploring a variety of theoretical approaches and debates related to gendered institutions (the family, work, the media) and gendered interactions (friendship, love, sex), students will also consider current issues related to the changing nature of global gender relations	LV2S	
SCL 5105	Religion, Magic and Witchcraft	CASS	3	12	This course focuses on sociological and anthropological perspectives on religious practice and experience. Classical theorists Marx, Weber and Durkheim will be examined. Notions of Magic, Witchcraft and the Supernatural will be addressed in relation to Myth and Symbolism. 'New Age' spirituality will be analysed in relation to Altered States of Consciousness and Counterculture and alternative versions of 'Faith'.	LV3S	Prereq: COM 3100 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 3100 Lecture Min Grade: D- Min Credits: 2.33
SCL 5200	Social Research	CASS	3	12	Familiarises students with the key elements of social research: the formulation of research questions, the structure of research projects, the most common types of social research methodologies, the use of new technologies in social research, and analysis of qualitative and quantitative data.		Prereq: (COM 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3100 Lecture Min Grade: D- Min Credits: 2.33 Or HST 3105 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3100 Lecture Min Grade: D- Min Credits: 2.33 Or PLT 3105 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 3100 Lecture Min Grade: D- Min Credits: 2.33)
SCL 5400	Modern Britain: A Social Analysis	CASS	3	12	A general presentation of British society for students who arrive in the country and are keen to know about its way of life, patterns of thought, and socio-cultural background. This course also examines Britain's changing status in the world and the effect this has had on socio-political attitudes and behaviour.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
SCL 5450	Contemporary British Culture	CASS	3	12	Aimed primarily at students participating in the International Internship programme, this course provides students with a comprehensive and detailed overview of contemporary British culture. The course provides students with a comprehensive overview of contemporary British culture; an overview that engages with many aspects of current debate regarding national and cultural identity and questions how citizens interact with the modern state. The course will cover the historical processes that have helped shape UK society and now govern the social attitude and outlook of modern Britons. The course will also address issues that have become central to political and cultural reporting by the media. These will include differences between English, Scottish and Welsh identities; the role of Monarchy; UK Parliamentary Democracy; multiculturalism and religious faith in Britain. In the context of British culture, the course will also focus on practical assistance to International Internship programme students, to help them adapt to the context of “working-life”. Students will be introduced to the social issues that are likely to influence the behaviour of their workplace colleagues.		
SPT 3105	Sport and Exercise Physiology	RIASA	3	12	The module explores the responses of the cardiovascular, respiratory and energy systems to the anticipation and initial stress of exercise. Students will then research the response of the body when a steady state has been achieved. The areas examined include; waste products, depletion of energy stores and neuromuscular fatigue, recovery from sports and the ways in which the body adapts to repeated bouts of exercise.		
SPT 5205	Exercise Nutrition and Lifestyle Management	RIASA	3	12	The module explores the behavioural aspects of diet and important food hygiene issues. Key topics examined are nutritional interventions before and during performance, recovery strategies, the nutritional needs of special populations, and topical health issues which can be addressed through physical activity and/or dietary manipulation. Students will also investigate the application of these issues in professional practice, and examine the translation of knowledge about nutrition and sport, exercise and physical activity into practical guidance for individuals and groups.		Prereq: SPT 3105 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
SPT 5210	Sports Events Planning and Promotion	RIASA	3	12	This course introduces students to the principles, concepts and steps involved in planning and executing successful events. The focus is on event project management skills needed to research, design, plan, market, and co-ordinate and evaluate a professional event. The special needs of different types of events will be discussed. It explores the new industry standards being set for event organisation and spectacular entertainment and ceremony and examines the penetration of special events on everyday lives, and the cultural importance attached to those events.		Prereq: MGT 4200 Lecture Min Grade: C Min Credits: 2.33
SPT 5215	Sports Management	RIASA	3	12	This course explores the diverse and expanding practice of sport management in an international context. Alongside the underpinning theoretical concepts, students will explore international sport management theory and practice within functional areas such as finance, human resource management, and marketing, as well as from historical, cultural, political, and business perspectives. Contemporary issues related to the management of international sports, such as risk management, the media and sponsorship are also examined.		Prereq: MGT 4200 Lecture Min Grade: C Min Credits: 2.33
SPT 5220	Sport Finance	RIASA	3	12	This course examines the importance of finance within professional sports. It grounds students in the 'real world' of financial management in sport, illustrating how to apply financial concepts and appreciate the importance of finance in sound sport management and operations, and distinguishes the skills and principles of finance from those of economics		Prereq: MGT 4200 Lecture Min Grade: C Min Credits: 2.33
SPT 5225	Sports Journalism	RIASA	3	12	This course analyses the challenges of writing for sports media and explores the implications of a diverse and rapidly evolving media culture and its role in society. Through the development of theoretical and practical skills, students will engage with different activities to produce a divergent range of critical writing for sports media - these include the reporting of live sports action, radio broadcast interview and online publishing. Students are also encouraged to consider the social context and cultural values of sports media in the twenty-first century.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
SPT 6205	Sport Law and Practice	RIASA	3	12	This course introduces students to the principles, concepts and issues associated with contemporary sports law and practice. The focus is placed upon applying the principles of law to sound sport management and operations. The course aims to provide an introduction to the basic tenants of the legal system, its terminology, and principles as applied to professional and amateur sports. Emphasis is placed upon on identifying and analysing legal issues, the ramifications of those issues, and the means of limiting the liability of sport organisations.		Prereq: SPT 5215 Lecture Min Grade: C Min Credits: 2.33
SPT 6210	Talent Identification: Principles and Practice	RIASA	3	12	This course explores key factors and issues in contemporary sport, including, genetics, secondary factors such as birth date, cultural context and population size, perceptual motor skill acquisition and expertise, sports development policy. It uses in-depth case studies, including European soccer, East African running and US professional sports, with an emphasis throughout on practical implications and processes for all those working in sport.		Prereq: SPT 3105 Lecture Min Grade: D- Min Credits: 2.33
SPT 6215	Team and Leadership Dynamics in Sport	RIASA	3	12	This is an applied leadership course with focus on case studies, projects, and group interactions; it includes theoretical background on group dynamics, small group behaviour and motivation, power, types of groups, verbal and non-verbal communications skills, and teambuilding. Emphasis will be placed on sociological and psychological dimensions of inter-group and team relations, including analysis and problem solving through simulations, cases, and similar activities.		Prereq: SPT 5215 Lecture Min Grade: C Min Credits: 2.33
SPT 6220	Sports Marketing	RIASA	3	12	The module introduces students to the core philosophy and process of sport marketing. It will examine the essentials of effective sports marketing including product or property development, legal aspects, segmentation, pricing, and communication channels (e.g., broadcast media). Course work includes in-depth analysis of case studies, sport markets and consumers, market research and sports market segmentation, and sport marketing plans.		Prereq: MKT 5200 Lecture Min Grade: C Min Credits: 2.33
THR 3100	Foundations of the Performing Arts	CASS	3	12	For those interested in the performing arts, but with no experience, this course introduces students to the fundamentals of being in front of an audience. Games, storytelling, role-playing, playwriting and improvisation are used to explore the basic tenets of performance, whether for a presentation, a business meeting , or in a theatrical production.	LV14	



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
THR 3102	Movement I: Taking the Floor	CASS	3	12	The first in the series of movement workshops in the BA Performance and Theatre Arts, this course introduces the principles of a physical approach to the drama workshop at a basic level. The course explores connections between the mind and the body, using a series of techniques and exercises designed to initiate students to the awareness and control of the body necessary in all types of performance and presentation situations.		
THR 4100	Beginning Directing	CASS	3	12	Introduces students to the principles of directing and visual interpretation for the stage. The fundamentals of stage focus are closely examined, along with the natural areas of visual strength in blocking/staging and communicating with actors. Communication techniques for audiences through stage pictures and composition are evaluated and the underlying principles of the relationships between actor and director and the relationships between characters are examined. The course is a practical one: students work on exercises and progress to practical directing sessions of short assigned scenes, then onto the final chosen scene to be presented to an audience.	LV2T	
THR 4105	Movement 2: The Physical Impulse	CASS	3	12	An introductory movement workshop that facilitates an exploration of connections between the mind and the body. Following the principles of a physical-theatre drama workshop, this class is designed to increase students awareness and control of their own body and voice in the space, be it the classroom, the boardroom or the stage. Students explore methods of increasing their energy, personal confidence and creativity in the approach with which they present themselves to the world, and will practice a variety of techniques based on utilising the mind-body connection in order to enhance intellectual and creative development and general health and expression.	LV2T	Prereq: THR 3102 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
THR 4110	Theatre and Community I: Me and My Shadows	CASS	3	12	During interactive workshop sessions, students are introduced to the concept and practice of Forum Theatre, as devised by Augusto Boal, in his seminal text, Theatre of the Oppressed, as well as the book co-written with Peter Hall, Towards a Poor Theatre. Students will learn a series of techniques during which devised theatre is used as a mechanism for solving problems, during which they will have the opportunity to work as actors, spectators and directors. Through a range of simple class activities students will explore the processes of this approach to theatre, often adapted and built-upon by practitioners in theatre in education and theatre in the community. Through a close study of the formation and performance history of the British theatre company, Cardboard Citizens, students will discover how forum theatre is utilised today to improve the lives of some of the least privileged members of our societies. No previous experience of any of the practices is necessary and the class content will reflect and adapt to the interests and concerns of each individual group of students. Students are assessed through the effort during participation in practical improvisations, and by presentations and a written reflection and not according to concepts of latent "talent".		
THR 4200	The Play's the Thing	CASS	3	12	Introduces concepts concerning the relationship between performance and human cultures. Different types of theatrical genre are examined and skills in forming critical judgments are developed. Attendance at various performances in Greater London are an important aspect of this course.		
THR 4205	Acting: Theory into Practice	CASS	3	12	This course introduces students to a variety of acting methodologies including those of Stanislavsky, Meisner and Adler - both from a practical and a theoretical point of view.		Prereq: THR 3100 Lecture Min Grade: D- Min Credits: 2.33
THR 5100	World Theatre	CASS	3	12	Provides an overview of the theatre of European and non European countries. Mainly issue-driven writing is examined, especially drama as a reaction to oppression. This course identifies styles that are specific to certain cultures in an aim to identify cultural influences from one country to another. Students are encouraged to contribute insights from their own individual cultures.	LV3T	Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
THR 5200	Voice for Acting and Broadcasting	CASS	3	12	This course focuses on the development of the voice for use in presentation and performance. It increases vocal expression and control through breathing and relaxation in order to strengthen and improve the range, tone, and placement of the voice. The techniques learned are applied to the performance of poetry, modern and classical monologues, as well as audio broadcast styles of prose reading and scripted documentary presentation.		
THR 5205	Modern Drama	CASS	3	12	Examines Modernism critically from the perspective of European drama. Beginning with mid nineteenth century Russian drama and continuing to the theatre of the Absurd, this course stresses the resurgence of theatre as a vital aesthetic experience and concentrates on the multiplicity of theatrical approaches employed by such dramatists as Gorky, Chekov and Brecht, Shaw and Pirandello.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
THR 5210	Acting Skills	CASS	3	12	An intermediate Performance skills course that focuses on developing the voice and body through group work consisting of improvisational exercises, the use of stage space, basic blocking, and the interpretation of character and text. Group interaction is an important aspect of this course.		Prereq: THR 3100 Lecture Min Grade: D- Min Credits: 2.33
THR 5215	Screen Acting Techniques	CASS	3	12	Develops acting skills specifically relating to the camera - i.e., for film and television. In a series of practical workshops and lectures, students are introduced to the disciplines of acting for the camera, and discover the basic differences between acting for television and for film (as opposed to the theatre) as well as various styles of performance. Students learn how to develop realistic, sincere, and believable performances. They also become practiced in dealing with the maintenance of performance under adverse technical conditions. Students gain experience in the rehearsal process, the development of a character, and shooting procedures. They are also given exercises in interviewing for screen work and screen testing.		
THR 5220	Stage Combat	CASS	3	12	This course is an introduction to the creation of the illusion of violence on the stage. Both classical swordplay and modern unarmed fighting are covered in this class, with a strong emphasis on the actors' safety, correct usage of weapons, and the core techniques involved in stage combat. Particular emphasis is placed on the concepts underpinning the techniques and on the various uses of violence in the theatrical environment.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
THR 5405	Shakespeare and His World I	CASS	3	12	This course provides historical and theoretical contexts to Shakespeare's plays and approaches them with a variety of different critical methods. Shakespeare in performance is an integral part of the course and students are expected to see productions of most texts studied. An additional fee is required for outside trips.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
THR 5410	Shakespeare and His World II	CASS	3	12	This course provides historical and theoretical contexts to Shakespeare's plays and approaches them with a variety of different critical methods. Shakespeare in performance is an integral part of the course and students are expected to see productions of most texts studied. An additional fee is required for outside trips.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 5.0000
THR 6200	Classical British Theatre: Fire Over England	CASS	3	12	Examines the classical traditions in British theatre, as they are perceived today. Students look at a range of plays from the Renaissance tragedies of Christopher Marlowe, William Shakespeare and John Webster to the twentieth century tragedies of dramatists such as T. S. Eliot. Lectures concentrate on textual studies and criticism, and a number of theatre visits are undertaken where possible, these are productions of plays taught on the course.		Prereq: THR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or FYS 3110 Lecture Min Grade: D- Min Credits: 2.33
THR 6205	Contemporary British Theatre: Lost Boys and Bad Girls	CASS	3	12	A survey of the major developments in the British theatre since the 1950's. The writer's theatre movement at the Royal Court Theatre and the work of John Osborne and Harold Pinter are studied, as well as the work of major dramatists such as Peter Shaffer and Tom Stoppard. Students see a number of experimental and controversial productions and discuss current playwriting and acting techniques.		Prereq: THR 4100 Lecture Min Grade: D- Min Credits: 2.33 Or FYS 3110 Lecture Min Grade: D- Min Credits: 2.33
THR 6210	Classical Acting	CASS	4	16	Styles of performance for the interpretation of Classical texts will be taught and practised. As well as studying the history of Classical Greek Drama, Elizabethan, Jacobean, Restoration and Classical 17th Century French Drama, students will learn techniques of stage speech and movement appropriate for performing plays from these historical periods. Key texts by Ancient Greek dramatists such as Aeschylus, Sophocles and Euripides will be studied as well as texts by Marlowe, Shakespeare, Webster, Racine and Molière.		Prereq: THR 5210 Lecture Min Grade: D- Min Credits: 2.33
THR 6215	Modern Acting: Style and Technique	CASS	3	12	With a focus on European and American playwrights students are introduced to theories and practices for performance of modern plays, from Ibsen, Chekov, and Wilde, to contemporary writers such as Shaffer, Genet, Pinter and others. Class work includes exercises in interpreting, rehearsing and performing from modern texts.		Prereq: THR 5210 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
THR 6220	Audition Technique and Critique	CASS	3	12	This course involves the selection and presentation of monologues, both classical and modern, for audition purposes as well as the development of a process by which a student can effectively and accurately assess and critique performances. It examines casting from both sides of the audition table. It also considers the less obvious requirements of the audition process, including improvisation and screen testing and will be tailored as much as possible to the individual needs of each student.		Prereq: THR 5200 Lecture Min Grade: D- Min Credits: 2.33 Or THR 5210 Lecture Min Grade: D- Min Credits: 2.33 Or THR 5215 Lecture Min Grade: D- Min Credits: 2.33
THR 6225	Irish Drama, the Troubles and Beyond	CASS	3	12	Surveys Irish drama from the 1890s to the present day. It shows how Ireland's history has shaped its drama, with many plays from the last 30 years using historical material to explore the country's current problems. However, there is a refreshing amount of new wave Irish drama, which concentrates on the new Ireland that has emerged in the last decade.		Prereq: THR 4200 Lecture Min Grade: D- Min Credits: 2.33
THR 6240	Movement III: The Physical Impact	CASS	3	12	This course is the final in the series of physical and movement skills courses offered by the performance department, and is intended for students who wish to develop to a higher level their practice of ensemble theatre skills, physical theatre skills, and / or movement skills. Drawing on an in-depth exploration of connections between the mind and the body and following the principles of a physical-theatre drama workshop, this class is designed to further increase students strength, balance, timing and control of the body and voice in the space, be it the classroom, the boardroom or the stage. Students explore methods of increasing their energy, personal confidence, collaborative skills and creativity and will present a series of group and individual devised performances in the genre of their choice at the mid and end semester.		Prereq: THR 4105 Lecture Min Grade: D- Min Credits: 2.33
THR 6245	Theatre and Community II: London People's	CASS	3	12	During interactive workshop sessions, students explore the application of theatre in education and in the community, with reference to the principles of Forum Theatre and Invisible Theatre, as devised by Augusto Boal, and to the principles and discourses of Theatre in Education as innovated by Dorothea Heathcote. Students will practice a series of techniques during which devised theatre and story-telling are used as mechanisms for solving problems, and will have the opportunity to work as writers, performers, spectators and directors. Through a range of simple class activities students will explore the processes of these approaches to and uses of theatre, and in a series of guided practical assignments, will find their own ways to adapt or apply it to the needs and interests of the local community.		Prereq: THR 4110 Lecture Min Grade: D- Min Credits: 2.33 Or SCL 5200 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
THR 6250	American Drama: The Beautiful and The Damned	CASS	3	12	Restless self doubt entered the American soul in the early 20th Century, the American Dream was beginning to look tarnished. Playwrights such as Eugene O’Neil, Clifford Odets, Arthur Miller, Tennessee Williams and Edward Albee examined the underbelly of the dimming Dream in their dramatic writing. The American Century exploded in a devastating apocalypse in Tony Kushner’s Epic drama Angels in America. This course examines the major players in American drama in the 20th Century.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33
THR 6330	Top Girls: Innovators and Outsiders	CASS	3	12	This course gives students the opportunity to investigate the work of a group of individual female play-makers (playwrights, theatre & film directors, actor-producers and performer-writers)through the last four centuries, starting with the 17th century playwright Aphra Behn, and culminating with the 21st century theatre director Katie Mitchell. The course follows the praxis model of theory into practice and students will be given the opportunity to write in an academic Register as well as to engage in a series of improvisation workshops & presentations as a method of exploring elements in the material under discussion.		Prereq: ARW 4195 Lecture Min Grade: D- Min Credits: 2.33
THR 6392	Playmaking	CASS	6	24	The student brings together many of their degree’s acquired skills to create a substantial piece of theatre culminating in a public performance of their chosen project. The student, in consultation and agreement with the department may choose any single element or combination of the following: Write; and/or Act; and/or Direct; and/or Design; and/or Produce a play or theatrical performance event. Students may combine with others to share and achieve various aspects of their production. Note that this course is restricted to THR majors only. Study Abroads may not register for this course.		Prereq: THR 5200 Lecture Min Grade: D- Min Credits: 2.33 Or THR 5210 Lecture Min Grade: D- Min Credits: 2.33 Or THR 5215 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
THR 6962	World Internship in Theatre	INT	6	24	The World internship is a student work placement carried out abroad, that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All World internships are supervised by faculty, and all last a minimum of 8 weeks in length and are carried out full time Monday to Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience and preparing an internship portfolio. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including written assignments and a report from their workplace supervisor which is taken into consideration. Prerequisites: 75 completed credit hours upon application to the World Internship, GPA of 3.0 for all majors, 2 strong academic references.		
THR 6972	Internship In Theatre	INT	6	24	The London internship is a student work placement that aims to provide students from all disciplines and majors with the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment in all key job sectors. All internships are supervised by faculty, and all last a minimum of 9 weeks in length and are carried out full time Monday to Thursday/ Friday. Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning and the benefits gained from the internship experience, and also to help them determine if their current career goals are the correct fit for them. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration. Prerequisite: 75 completed credit hours upon application to the London Internship, GPA of 3.0 for finance, and psychology majors and a GPA of 2.75 for all other majors, 2 strong academic references.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
VAM 7100	Research Methods	GRP	4	20	Introduces students to the process of research, including the ability to work from libraries, exhibitions and institutional archives, and developing skills in visual literacy and academic writing. Students are encouraged to develop independence of thought by discovering, evaluating and making appropriate use of a wide range of approaches to research and writing. This course assists students with the identification of their own interests as they move towards choosing a topic for the professional research project.		Postgraduate Students Only.
VAM 7102	Arts Policy	GRP	4	20	Aims to give students an understanding of the structure of arts policy in the UK and the USA, as well as on an international level. The course will explore the history of the Department for Culture, Media and Sport (DCMS), the Arts Council and the British Council, in the UK and the National Endowment for the Arts in the USA, making comparisons between the two. Students will be asked to critically engage with different political agendas and how they have impacted arts organisations and the creative industries. Current debate around the instrumentalisation of the arts as social and economic processes will be discussed, alongside questions about how the value of art to society can be evaluated and measured – questions which are central to public policy formation.		Postgraduate Students Only.
VAM 7103	Arts Management and Marketing	GRP	4	20	Equips students with the management skills — planning, organising, staffing, supervision and controlling — necessary to facilitate the production and presentation of the visual arts to audiences. The course will address strategic planning, finance management, fund-raising, marketing and communication. Students will consider the vision, mission and values — alongside the aims and objectives — of a number of specific international arts organisations.		Postgraduate Students Only.
VAM 7104	Curating	CASS	4	20	Equips students with the practical skills and theoretical knowledge necessary for making exhibitions in a museum or gallery. The course will trace the history of curating from the Salons in Paris through key exhibitions produced by the avant-gardes in the 20th century. Students will become familiar with current topics in curating, including the concept of the ‘universal’ museum, the ‘artist as curator’, new institutionalism and the ‘educational turn’ in curating, alongside issues to do with museum collections, including the ethics of ownership. Students will also explore practical aspects of curating, such as transport, insurance, installation and object-handling. The course will make use of London’s many arts institutions.		Postgraduate Students Only.



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
VAM 7105	Art Education and the Gallery	GRP	4	20	Engages students with current discourse on the educative, social and regenerative potential of the arts, and how these potentials are activated in museum programming and public policy. Students will explore the practical application of learning theories in the gallery; access, outreach and audience development in the museum and case studies of the success and failure of the arts as instruments of urban renewal, both through capital projects and community engagement. As well as studying local and international contexts, the course will draw upon case examples of regional museums and galleries in the UK.		Postgraduate Students Only.
VAM 7106	The International Art Market	GRP	4	20	Provides students with an overview of the international art market, including its history and current dynamics. Specific attention will be paid to emerging markets in China, Russia, India and the Middle East. The course analyses the structure, theory and practice of the constituent components of the 'for-profit' arts sector, including commercial galleries, auction houses, art fairs and consultancy organisations. Qualitative and quantitative research methods for art business and investment will be discussed.		Postgraduate Students Only.
VAM 7500	Professional Research Project	GRP	8	40	For students working independently on their Masters professional research project. The professional research project encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. Students apply their knowledge from across the fall and spring semesters to researching a topic on visual arts management and curating, which may relate to the internship. This course is comprised of intensive and regular meetings on a group and one-to-one (by appointment) basis with a project supervisor to discuss the progress of research, development and writing.		Postgraduate Students Only.
VAM 7550	Extended Professional Research Project	GRP	12	60	For students working independently on their Masters professional research project. An extended project equivalent to a 15,000-20,000 word thesis is offered as an alternative to the mandatory internship. The professional research project encourages students to study intensively a topic agreed with a supervisor, and so develop skills and experience which can be applied in work placements or further graduate work. Students apply their knowledge from across the fall and spring semesters to researching a topic on visual arts management and curating, which may relate to their work experience. This course is comprised of intensive and regular meetings on a one-to-one (by appointment) basis with a project supervisor to discuss the progress of research, development and writing.		Postgraduate Students Only.

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
VAM 7902	Internship	GRP	4	20	A part-time work placement of approximately three months (depending on the requirements of the organisation in question; a minimum of 9 weeks) within an organisation to enable students to participate in graduate level experiential learning and so develop hands-on skills and professional experience which will prepare them for work in a range of arts and creative cultural industries. Placements are supervised, career-related work experiences combined with reflective, academic study that help students 'learn by doing'. During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student and the organisation to ensure that the placement is a successful one.		Postgraduate Students Only.

## COURSE DESCRIPTIONS – ITALIAN STUDY CENTRES AND RISS (RICHMOND INTERNATIONAL SUMMER SCHOOL)

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 103	Introduction To Drawing	ITALY	3	0	ITALIAN STUDY CENTRES ONLY (FROM SP13). Students are introduced to many types of drawing and work from the still life, natural forms and the life model. This course encourages experimentation in the two dimensional representation of form, space, structure and texture. Students learn to observe more closely through the discipline to appreciate art more fully. When offered in Florence, this course is taught in English and Italian. A studio fee is levied on this course.	LV14	
ADM 215	Painting in Florence I	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. The figure is studied as a vehicle for developing the ability to distinguish the essential qualities of natural form in order to produce the illusion of volume, space and movement on a two-dimensional surface. Students are assisted in developing a sense of structure and composition. A studio fee is levied on this course.		
ADM 306	Intermediate Drawing	ITALY	3	0	FLORENCE STUDY CENTRE ONLY (FROM SP13). Develops drawing skills and provokes and stimulates thinking about both the technical and intellectual aspects of the drawing process. A developing understanding of the vocabulary and syntax of drawing is encouraged through projects which feature observation, analysis and expression. Students work from studio subjects and on location and are expected to undertake museum study. A studio fee is levied on this course.		
ADM 307	Advanced Drawing	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. A continuation of ADM 306. Taught in English and Italian. A studio fee is levied on this course.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ADM 308	Sketchbook of Florence	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. This course is devoted to developing drawing skills and techniques appropriate to drawing a range of subjects in a number of standard media. Topics include: (i) figure drawing: the study of the figure and form, the human body, its range of movement and importance in perceptions of art and nature, with particular reference to famous Renaissance sculptures. Students are encouraged to work in a variety of media. (ii) structure and object: the world of visual analysis as well as a definition of technique. Exteriors and interiors of buildings provide examples for understanding perspective, planning and rendering as well as line, form, shape, space, value and texture. (iii) landscape drawing: the city of Florence and the Tuscan landscape are studied as a means of understanding aerial and linear perspective. Students experiment with lead, charcoal, colour pencil and pen and ink. Taught in English, the course requires a fee of approximately 70 euros for materials. In this course students will work inside from still life and photos and outside from life.		
ADM 311	Painting in Florence II	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Combines studio practice in drawing and painting with discussions and demonstrations on style, technique, colour, compositional ideas, paint composition and chemistry. Students are encouraged to discuss their work as a means of clarifying their objectives. Figurative or abstract idioms may be pursued.		
ADM 312	Painting in Florence III	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. An extension of ADM 311, structured around specific painting projects set to develop the range and technical competence of the student. Professional painting techniques are demonstrated and there are discussions of such topics as style and composition. A studio fee is levied on this course.		
ADM 341	Photography For The Media	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. Recommended for Communications and Journalism Majors as well as photographers, this course develops knowledge and experience in photojournalism by studying work of major practitioners and designing and shooting projects using digital equipment. Students need to provide a laptop and a digital camera of at least 7 mega pixels. There is a studio fee of 80 euros to cover printing costs.		
ARH 125	Italian Fashion	ITALY	3	0	ROME STUDY CENTRE ONLY.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARH 266	European Art and Architecture	RISS	3	0	RISS ONLY. Arnold Toynbee's essay "Encounter Between Civilisations" suggested that 21st-century historians will say that "The great event of the 20th-century was the impact of Western Civilisation on all other living societies of the world of that day". Students will examine this contention by spending four weeks studying European Art and Architecture first-hand, combining classroom study with museum and site visits in London, Amsterdam, Paris, Lucerne, Venice, Florence and Rome. This course is part of the Richmond International Summer School, and is held over a period of three weeks in the summer sessions.		
ARH 273	Introduction To Italian Art	ITALY	1	0	ITALIAN STUDY CENTRES ONLY. Designed to introduce the student to the history of several periods, this course traces developments in painting and sculpture leading up to the Renaissance. It is taught partly in Siena and to a greater extent during the field study visits to Rome, Sorrento and Venice. A field project paper is required.		
ARH 275	Early Renaissance Florentine Art	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Examples of Florentine art (Renaissance foundations, emergence and development in the city's Romanesque Gothic architecture, painting and sculpture) from about 1400-1490. Attention is given to the time of Lorenzo the Magnificent, the golden age of Florentine art and culture. Artists include Giotto, Masaccio, Donatello, Filippo Lippi and Fra Angelico. Most of the 45 class hours are taught in Florentine museums and churches. Students should budget approximately 70 euros for admission to museums and galleries not included in the programme fee. A course-related field trip to Pisa and Lucca is included.		
ARH 305	Introduction to Renaissance/Baroque Art in Rome	ITALY	3	0	ROME STUDY CENTRE ONLY. This introductory course surveys the development of painting, sculpture, and architecture in Italy from the fourteenth through the mid-seventeenth centuries. These four centuries mark the passage from the Middle Ages to Modernity, via the rediscovery of the heritage of the Classics, the transformation of Christian Europe that followed Luther's Reformation, and the passage from feudalism to absolutism. The course focuses on Rome as a city that hosted some of the major Renaissance artists and was the cradle of the Baroque revolution. This course offers the unique possibility of studying on site the work of great artists such as Michelangelo, Raphael, Caravaggio, and Bernini, as well as exploring the social and intellectual context of the art produced.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARH 308	Art and Culture Of Rome: 800BC-2000AD	ITALY	3	0	ROME STUDY CENTRE ONLY. This is an introduction to major art historical themes, methods, and approaches. The course will give students a knowledge of Rome's history and society, and an overview of its architectural and artistic expressions over a development span of 3000 years. Classroom lectures are alternated with visits to churches, palaces, and museums. As much as possible is taught on-site.		
ARH 309	History Ancient Art: Greece and Rome	ITALY	3	0	ROME STUDY CENTRE ONLY. This course examines the main motives and themes related with study, analysis and appreciation of ancient art. Students study the idea of the classic, so largely part of the western culture, and so widely the object of misinterpretation. The analysis of Greek art, the relation between Greek and Roman art, our position before Classical art, continuity, discontinuity, inspiration from antiquity and misunderstanding of antiquity are the main subjects covered in class. The city of Rome offers the best instruments for this art itinerary. As much as possible of the course is taught on site.		
ARH 317	Italian Fashion	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Students trace the birth, evolution, decline, revival and most recent developments of Italian fashion from the late Gothic Age to the present 'made in Italy' design. Italian fashion styles are decoded in relation to art history in an international, social and economic context. Fashion and its connections with culture, subculture, gender and communication are emphasised. On-site visits also illustrate the dominating role of Florence in fashion from its origins until now.		
ARH 321	Baroque Rome and its Monuments	ITALY	3	0	ROME STUDY CENTRE ONLY. Begins by studying the emergence of baroque art in the late cinquecento and early seicento, and then examines the further developments of the baroque style in mid-to-late seicento sculpture, painting, and architecture. Students examine the works of Caravaggio, Bernini, and Borromini, a source of inspiration for many other artists. Much of the course is taught on site.		
ARH 322	High Renaissance Art	ITALY	3	0	ROME STUDY CENTRE ONLY. Examines fully the High Renaissance style in Rome and Florence primarily through the works of Leonardo, Michelangelo and Raphael. Developments in other cities such as Venice will be investigated as will other leading artists of the period. The course is taught on site as much as possible.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARH 323	Masters Of Renaissance: Leonardo da Vinci	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Examines the extraordinary variety and complexity of the work of Leonardo da Vinci. A central concern of this course will be use and examination of Leonardo's work as a lens whereby students can explore science, anatomy and the human body, portraiture, perspective and Religious painting in the 15th and early 16th centuries. The course is taught largely on-site in and around Florence and includes a trip to Vinci (Leonardo's birthplace) and a visit to Milan to view The Last Supper.		
ARH 324	Michelangelo In Rome	ITALY	3	0	ROME STUDY CENTRE ONLY. The works of the Renaissance master, his sculpture, painting, architecture, and literary production. His works are investigated within the specific historical context, focusing on issues of commission, iconography, censorship, biography, historiography, and esthetics. Beyond a complete comprehension of Michelangelo's work, the course aims toward a mastery of art historical research skills, the evaluation of current scholarship, and independent critical thought on art.		
ARH 328	Caravaggio in Rome	ITALY	3	0	ROME STUDY CENTRE ONLY. The course examines the works of Caravaggio in their specific historical context and focuses on issues of commission, iconography, censorship, biography, historiography, and aesthetics. We shall follow Caravaggio's activities in Rome, analyse his continuous conflict between sensual naturalism and stylised classicism comparing his work with works by Raphael, Michelangelo, and Leonardo. Discovered only in the mid-20th century, Caravaggio became one of the most significant artists in the world. As much as possible of the course is taught on site. Visits typically include: The Vatican Museums, Dona Pamphilij Gallery, Palazzo Berberini, Capitoline Museums, and Borghese Galleries.		
ARH 340	Italian Renaissance Architecture	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Explores the principle architects, monuments and themes of fifteenth and sixteenth century Italian architecture. The emphasis will be on Renaissance architecture in Florence but will include reference to architectural developments in Rome, Urbino and Mantua. Special topics will deal with: architectural theory, Medici and papal patronage, urban planning and church and palace design. The focus will be on the following architects: Alberti, Brunelleschi, Michelozzi, Bramante, Michelangelo and Giulio Romano. In addition to the visits to key Renaissance buildings and urban spaces in Florence, a field trip to the Renaissance town of Mantua is included.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARH 358	Museums and Galleries Of Florence	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Focuses on visual culture and specifically on the purpose, role, and practice of museums and galleries in Italy by exploring the organisation and functioning of its most important museums. Florence offers particularly good examples of active and esponsive local, regional, and national museums, covering a wide range of collections: the Uffizi, the Pitti Palace, Bargello, Academia, Opificio delle Pietre Dure, and other great art sites. Designed to acquaint students with some of the current issues in museum and art world studies, such as: the notion of cultural patrimony heritage and ownership, museum management and governance, funding and the economics of cultural institutions. Examines art marketing, the insuring, storing, and packing of artworks, and the organisation of exhibitions, as well as reviewing the cultural events and programmes of museum education departments, press offices, and financial structures. Deals with the ethics and practice of museum conservation techniques, including restoration, maintenance, and safeguarding of damaged works of art. This course is designed for students with a major in Art History or for those interested in careers in museum or gallery work.		
ARH 3705	Uncovering London's Museums	RISS	3	12	RISS SUMMER ADVANTAGE PROGRAMME ONLY. This course considers the nature of London's museums and galleries in an historical and cultural context and their role in our society. Students normally visit the major collections at the British Museum, the Museum of London, National Gallery, the Tate Modern and Victoria and Albert Museum, as well as some of the less-well known 'secret' museums, such as the Soane and Petrie. The methods of display, use and interpretation of collections are also considered. Note: visits may require some entrance costs.		
ARH 380	Central Italy Early Renaissance Art	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Focuses in depth on the quattrocento in Florence and central Italy. Special attention is given to the time of Lorenzo de Medici, the Magnificent, who is viewed as the central personality in a 'golden age' of Florentine art and culture. Much of this course is taught on site in Florence. There is an optional field trip to Arezzo, San Sepolcro and Urbino.		



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ARH 381	Central and Northern Italian High and Late Renaissance Art	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Examines fully the High Renaissance style in Florence and Rome and traces the development of this style in north Italy, especially Venice. Students study the works of Leonardo, Michelangelo and Raphael in Florence and Rome. The latter part of this course follows the further development of the ideal classicising High Renaissance style in the works of the Venetians: Giorgione, Titian, Veronese, Tintoretto and Palladio. Much of this course is taught on site.		
ART 103	Drawing I	ITALY	2	0	FLORENCE STUDY CENTRE SUMMER COURSE. Still life, landscape and the figure are used to sharpen visual and manual skills. Focus is on Florence as a subject in drawing, touching upon its sculptures, gardens, streets and bridges. Students are taught at their own level and encouraged to find individual style. Instruction is tutorial. Taught in English, the course requires a fee of approximately 75 euros for materials.		
ART 105	Painting I	ITALY	2	0	FLORENCE STUDY CENTRE SUMMER COURSE. Students progress at their own level and are encouraged to find and develop individual style. Instruction is tutorial, taught in English and Italian. Composition and technique—from colour theory to elaboration—are emphasised using Florence as the main theme, working on-site and with photos. Only water-based media (tempera, acrylic or watercolour) are used, requiring approximately 75 euros for materials.		
ART 107	Photographic Creative Workshop I	ITALY	2	0	ROME STUDY CENTRE SUMMER COURSE. Intense concentration in photo imagery. Lectures and critiques offer direct feedback on content and creativity. Students need to provide a digital camera of at least 7 mega pixels and a laptop. There is a fee of 75 euros for matting and framing.		
ART 203	Drawing II	ITALY	2	0	FLORENCE STUDY CENTRE SUMMER COURSE. Still life, landscape and the figure are used to sharpen visual and manual skills. Focus is on Florence as a subject in drawing, touching upon its sculptures, gardens, streets and bridges. Students are taught at their own level and encouraged to find individual style. Instruction is tutorial. Taught in English, the course requires a fee of approximately 75 euros for materials.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ART 205	Painting II	ITALY	2	0	FLORENCE STUDY CENTRE SUMMER COURSE. Students progress at their own level and are encouraged to find and develop individual style. Instruction is tutorial, taught in English and Italian. Composition and technique—from colour theory to elaboration—are emphasised using Florence as the main theme, working on-site and with photos. Only water-based media (tempera, acrylic or watercolour) are used, requiring approximately 75 euros for materials.		
ART 207	Photographic Creative Workshop II	ITALY	2	0	ITALIAN STUDY CENTRES SUMMER COURSE. Intense concentration in photo imagery. Lectures and critiques offer direct feedback on content and creativity. Students need to provide a digital camera of at least 7 mega pixels and a laptop. There is a fee of 75 euros for matting and framing.		
ART 305	Painting III	ITALY	2	0	FLORENCE STUDY CENTRE SUMMER COURSE. Students progress at their own level and are encouraged to find and develop individual style. Instruction is tutorial, taught in English and Italian. Composition and technique—from colour theory to elaboration—are emphasised using Florence as the main theme, working on-site and with photos. Only water-based media (tempera, acrylic or watercolour) are used, requiring approximately 75 euros for materials.		
COM 308	Writing for Media Journalism in Italy	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. Concentrates on the different styles and tones of voice used in journalism. It focuses on print, although there will be analysis of other media, such as radio and television. Particular attention will be given to the development of writing styles for news, features, interviews, and reviews. Students also carry out detailed analyses of information and styles from a range of media. In Italy, students will be required to collaborate with a local newspaper, publishing articles and working with local press offices.		Prereq: COM 304 Lecture Min Grade: D- Min Credits: 2.33
COM 315	History of Italian Cinema and Society	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. Introduces students to the history of Italian cinema as well as inviting a reflection on the representation of the evolution of Italian society in film. Postwar Italian cinema offers a valuable range of films for such a study. By the end of this course the student should have some knowledge of Italian cinema within the context of world cinema, a good understanding of realism as an aesthetic convention and also gain a useful insight into Italian culture and ways of thinking which should enrich their experience of living in Italy.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
COM 378	Gender In Film	ITALY	3	0	FROM SP13 ONWARDS – ROME STUDY CENTRE ONLY. This course explores key concepts that have shaped the study of gender in film in the past 50 years. It considers different spectators' viewing positions and analyses how historical and social changes in the construction of masculinities and femininities have shaped specific film genres. A variety of issues related to sexuality, race/ethnicity and non western representations are also considered as students are encouraged to study film texts closely to make their own readings based on the semiotics of the film and the ideology behind it.	LV3C	
COM 483	Internship In Communications	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
ECN 357	International Economic Relations	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. Examines economic relations between nations and groups of countries. Institutional, political and historical factors shape the economic environment, and the course discusses international cooperation toward development, regional integration, settlement of disputes and the steady growth of world trade. Also covered are multilateral trade negotiations, the European Economic Community and the legal framework for world trade.		
ECN 483	Internship In Economics	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
EDU 486	Internship In Education	ITALY	6	0	FLORENCE ONLY		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
FNN 483	Internship In Finance	ITALY	3	0	FROM SP13 – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75. Most London-based Financial companies require a minimum GPA of 3.0. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
HST 266	Egypt: Land of the Pharaohs	RISS	3	0	RISS TRAVELLING PROGRAMME ONLY. This course engages in academic study of Egyptian civilisation and presents an introduction to the Arab world. Classroom instruction is complemented by visits to museums in London, including the British Museum's Egyptian collections, and the Soane Museum. After two weeks in London, the course embarks upon a trip to Egypt where a number of historical sites are investigated. This course is part of the Richmond International Summer School, and is held over a period of three weeks in the summer sessions.		
HST 310	Medieval and Early Renaissance Italy	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. The structure and evolution of political, social, and cultural life in Italy is examined, with special emphasis on Florence and Tuscany. Particular attention is paid to the political and spiritual role played by the Church. The activities of the five city-states (Florence, Venice, Milan, Rome and Naples) are also viewed against the background of the peninsula as a whole. Prerequisites: Students are encouraged to have completed two lower-division history courses. Students without such pre-requisites may enrol with the permission of the instructor.		
HST 311	Rome Through The Ages	ITALY	3	0	ROME STUDY CENTRE ONLY. Studies the history of Rome from its reputed founding by Romulus and Remus to the establishment of the Roman Republic and the creation of the Roman Empire, as well as the conversion to Christianity with the appointment of the first Pope. Visits will be made to all the major archaeological sites.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 313	Introduction to Modern Europe: 1870-1945	ITALY	3	0	ROME STUDY CENTRE ONLY. Taking as its starting point German unification, this course examines the central themes in European history, encompassing nationalism, imperialism, and other twentieth-century ideologies. It addresses the rivalry of the great powers in Europe, which culminated in World War I, and then studies the failure of the interwar peace, leading to the causes and events of World War II, which witnessed Germany's unsuccessful bid for hegemony in Europe.	LV3H	
HST 314	Food and Table Manners	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. This course will focus on food and food habits in human history, from early civilisation through the Classical world, the Middle Ages and the Modern period. We will be treating themes such as : the social function of banquets, dietary rules, food models, cultural identity and table manners. In the course we will look at evidence largely based on written sources, as well as archaeological and artistic records. In particular, students will compare and contrast the dining habits of different social groups across different historical periods (e.g. Romans and Barbarians/nobles and peasants/ lay and religious/ urban and rural). These elements are often portrayed very well by means of food models and table manners. This analysis of social, political, economic and cultural history can also be augmented by considering the spaces in which the people lived and ate, particularly for periods such the Classical (triclinia), the late Medieval and Renaissance (households, palaces and monasteries' interiors).		
HST 315	Italian Food and Culture	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. According to anthropologist Jon Holtzman the tastes and flavours of a country's traditional table are a meaningful representation of its collective memory. This course will thus show the deep link between geography, history and the culture of Italian regional dishes which have made Italy known worldwide. Attention will be devoted to the development of the Italian food culture, and students will be introduced through lectures, seminars, guest lectures and a visit to a wine and olive oil farm in Tuscany, to the 'invisible' thread that links the resources of many Italian areas to their food practices. During the first weeks we will also analyse different food practices of the Italian and Mediterranean diet, highlighting regional gastronomic traditions and their origins. Among the topics to be discussed are the issues of Italian regional differences in how food is prepared, the representation of Italian food practices in media and cinema, food symbolism in Italian culture, food ethics and sustainable agriculture, with an examination of today's fast and slow food traditions in Italy.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 318	Renaissance and Baroque Italy	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Examines the history of High Renaissance and Baroque Italy, with particular attention to Florence and the Medici family during the 16th and 17th centuries, its historical evolution and decline, the relationship between court and town, the mythology of the Prince, the social and economic organisation of urban life, the Counter Reformation and Galileo and his contemporaries.		
HST 325	Culture and Society In Medieval Rome	ITALY	3	0	ROME STUDY CENTRE ONLY. The course will be focused on the main arguments concerning the cultural implication of social and political life of Rome during the Middle Ages. Classes lectures and field visits will cover a large chronological span, from the 4th century A.D. to the 13th century . Considering the length of this extremely inhomogeneous period only some of the main themes will be treated, with a preference for ideological implications of art and architecture. As much as possible of he course is taught on site.		
HST 326	History Of The Italian Mafia	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. This course provides a detailed analysis of the Italian mafia from the national unification of Italy until the present day. Topics include the relationships within the organisation, between the mafia and Italian politics, and between the Italian and American mafia.		
HST 331	Social History of Italian Migration	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. The course examines the history of Italian settlements in Europe, U.S.A., Canada, selected Latin American countries and Australia in the context of Italian migration in the 19th and 20th centuries. The course is a socio-historical exploration of the migratory patterns of Italians abroad during the last 150 years and consequent issues of identity and integration, both filtered through an interdisciplinary method that – beyond history and sociology – approaches also anthropology, geography and psychology. Students will investigate these topics from a wide variety of sources, historical and sociological texts as well as literature, media reports and films.		
HST 350	History Of Florence	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. The history of Florence from the Roman foundation to the Renaissance. Florence provides a model for understanding the evolution of the Italian city-republics, although its uniqueness is emphasised by comparison with other Renaissance cities within Italy and throughout Northern Europe. Features the writings of Dante Alighieri, Dino Campogni, Giovanni Villani, and Franco Sacchetti, used for the descriptions of urban topography. Some lesson are schedules on-site to visit selected monuments.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
HST 3706	London: A History	RISS	3	12	RISS SUMMER ADVANTAGE PROGRAMME ONLY. This course examines the history of London from its earliest origins as a prehistoric meeting place to its present function as a major political, cultural and financial centre. Students will be introduced to the social, historical and physical evolution of the city. Classroom lectures will be complemented by regular weekly visits to significant locations and sites of historic interest throughout the city. Note: visits may require some entrance costs.		
INB 308	The European Union: Business and Politics	BE	3	0	RISS TRAVELLING PROGRAMME ONLY. The course is designed to provide an introduction to the enlarged European Union, its markets, trading, and institutions. As background, it explores the evolution of its institutions and markets and the drivers of its decision making processes. The conduct of trade and business, both within the EU and through international markets, is explored in depth. The course is taught as a combination of formal lectures and integrated visits to institutions and organisations throughout Europe. This course is offered over an intensive three week period in June/July and is not an International Business concentration course.		Prereq: (MGT 4200 Lecture Min Grade: D- Min Credits: 2.33 And ACC 4200 Lecture Min Grade: D- Min Credits: 2.33 And ECN 4110 Lecture Min Grade: D- Min Credits: 2.33 And MTH 4110 Lecture Min Grade: D- Min Credits: 2.33)
HST 483	Internship In History	ITALY	3	0	FROM SP13 – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
INB 483	Internship In International Business	ITALY	3	0	FROM SP13 – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75. Most London-based multinational corporations require a minimum GPA of 3.0. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
INR 306	Human Rights	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This course will cover the evolution of international human rights and of the various national, regional and international mechanisms designed for their protection. It will examine the theoretical foundations of the idea of human rights in various civilisations and cultures, evaluate its legacy within western and non-western traditions, and examine its meaning and relevance in addressing major issues in the contemporary world. The class principally draws on the theories and methodological approaches of the following disciplines: Sociology, International Law and International Relations.	LV3S	
INR 483	Internship In International Relations	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
INRSCL 313	Globalisation – A European Prospective	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. The new millennium is witnessing a world that is developing into a single space. Students explore the complex social, economic, political, cultural, and environmental dynamics of the global society and become familiar with the causes and implications of the globalisation process.		
ITL 103	Elementary Italian I	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Designed for students who have never taken any Italian language course before and are not familiar with any other foreign language. Students build an essential vocabulary and assimilate basic grammar and sentence structures. Instruction is based on listening, grammar and comprehension exercises, repetition and easy conversation.		
ITL 104	Elementary Italian II	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. A preparatory course to the intermediate level, designed for students who have already had one or two semesters of Italian or are fluent in Spanish or French. Although the course starts with basic grammar structures of the language, it moves faster than ITL 103. Conversation is a central part of every lesson.		



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ITL 105	Basic Spoken Italian	ITALY	1	0	ITALIAN STUDY CENTRES ONLY. Meets two and half hours per week and gives students a basic vocabulary to deal with authentic everyday situations. It is designed for those students who prefer the communicative approach with less emphasis on intensive exposure to the language structure.		
ITL 112	Elementary Italian II	ITALY	4	0	ITALIAN STUDY CENTRES ONLY. A preparatory course to the intermediate level, designed for students who have already had one or two semesters of Italian or who are fluent in Spanish or French. Although the course starts with basic grammar structures of the language, it moves faster than Elementary Italian I. Conversation is a central part of every lesson.		
ITL 203	Intermediate Italian I	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. Students will develop ability to communicate in Italian correctly and with expanded vocabulary. Conversational practice, including improved listening and interpreting skills, will encourage students to better understand and respond to normal Italian speech. Exercises in reading and writing will improve skills in understanding prose and in writing letters and simple messages. Admission to the course is based on a placement test in Italian. PREREQ: SUCCESSFUL COMPLETION 3/4 SEM OF ITALIAN.		
ITL 204	Intermediate Italian II	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. Reviews complex grammar structures and provides students with exercises in reading, composition, phonetics, syntax and style. Continued practice in conversation will provide students with increased capability to communicate competently in Italian. Admission to the course is based on a placement test in Italian. PREREQ: 3/4 SEMESTERS OF ITALIAN	LV2L	
ITL 211	Intermediate Italian I	ITALY	4	0	ITALIAN STUDY CENTRES ONLY. Students develop the ability to communicate in Italian correctly and with expanded vocabulary. Conversational practice, including improved listening and interpreting skills, encourages students to better understand and respond to normal Italian speech. Exercises in reading and writing improve skills in understanding prose and in writing letters and simple messages. Admission to the course is based on a placement test in Italian.		Prereq: ITL 112 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
ITL 212	Intermediate Italian II	ITALY	4	0	ITALIAN STUDY CENTRES ONLY. Reviews complex grammar structures and provides students with exercises in reading, composition, phonetics, syntax, and style. Continued practice in conversation provides students with an increased capability to communicate competently in Italian. Admission to the course is based on a placement test in Italian.	LV2L	Prereq: ITL 211 Lecture Min Grade: D- Min Credits: 2.33
ITL 303	Advanced Italian	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. With a focus on reviewing complex syntactic structures, this course will provide exercises in use of synonyms and idiomatic expressions. Students will analyse readings from contemporary authors, including samples of fiction and articles from newspapers and magazines. PREREQ: PERMISSION OF INSTRUCTOR	LV2L	
JRN 483	Internship In International Journalism	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 90 credits with a minimum GPA of 2.75. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
LIT 327	Italian Literature In Translation	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. A sample of great Italian authors of the Middle Ages and the Renaissance and the fictional prose of contemporary Italian literature. Selected readings in translation are chosen from the works of Dante, Boccaccio, Machiavelli and some modern authors. This course is conducted in seminar format.		Prereq: ENG 115 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 4.0000
LIT 328	Dante In Translation: Text and Context	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Focuses on readings from the Divine Comedy and other major writings of Dante. Dante's development of the Medieval concept of love, the role of Florence in the Divine Comedy, and the poet's new use of the Italian language will be discussed, along with the poet's philosophic and poetic thought. Students will learn to approach Dante's works from a variety of perspectives and thus remain flexible in their interpretation.		Prereq: ENG 115 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 4.0000

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
LIT 329	Classical Mythology	ITALY	3	0	ROME STUDY CENTRE ONLY. Traditional stories of Greece and Rome are placed in their cultural context. Readings from Greek and Latin literature investigate their sources, nature, and applications to literature and art. Students examine key figures and events in mythology, including gods and major heroes, with onsite analysis of paintings, sculpture, poetry, and mosaics.		Prereq: ENG 115 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 4.0000
LIT 330	Roman Life and Thought	ITALY	3	0	ROME STUDY CENTRE ONLY. This course illustrates the most important works of classical antiquity. Students read in translation Greek and Latin authors such as Homer, Virgil, Ovid, Caesar, Cicero, Plautus, familiarise with different literary genres and understand the basis of European literary culture. Major topics include aspects of ancient civilisation, such as rhetoric, politics, religion, mythology, philosophy.		Prereq: ENG 115 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 4.0000
LIT 335	Real and Imagined Journeys	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Protagonists of an important experience abroad, the students will be solicited to reflect on the journey in its archetypal, metaphysical, and aesthetic dimensions, following the subtle interplay of reality and imagination. They will explore Italian shores with Homer's Ulysses and visit the underworld with Virgil's Aeneas, they will encounter Satan and God together with Dante, travel to the Far-East with the Venetian merchant Marco Polo and join Columbus on his discovery of the New World. The perception of otherness as invented geography, phantastic animals, monstrous races or religious difference, mingles with the spirit of adventure, the desire to cross borders, to conquer the unknown in a fascinating search for the self.		Prereq: ENG 115 Lecture Min Grade: D- Min Credits: 2.33 Or Placement Test English 4.0000
MGT 358	Human Resource Management	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. Combines elements of different disciplines ranging from industrial relations, social psychology, personnel management, motivation, recruitment and selection, leadership, communication, manpower planning, aspects of training and development and related processes. It is appropriate for those seeking to follow a career in personnel management to those contemplating careers in other areas of functional management.		Prereq: MGT 301 Lecture Min Grade: D- Min Credits: 2.33

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MKT 301	Principles Of Marketing	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. Introduces students to the principles and operations of marketing. Course work includes an in-depth analysis of the strategic role marketing plays in contemporary business from new product development, marketing research and target marketing to consumer behaviour analysis, advertising and promotion and personal selling activities. Each variable of the marketing mix will be covered in detail and the macro and micro business environment will be assessed for their impact on marketing planning. Lectures, discussion topics, case studies, videos and practical exercises are used to cover the course material. PREQUISITES: For Business Administration majors: MGT 205, MTH 125, and MGT 304 (MGT 304 may be a corequisite). For Communication majors: MGT 100 with a minimum grade achieved of C, and COM 304 (COM 304 may be a corequisite)		Prereq: ((MGT 205 Lecture Min Grade: D- Min Credits: 2.33 And MTH 125 Lecture Min Grade: D- Min Credits: 2.33 And MGT 304 Lecture (May be taken concurrently) Min Grade: D- Min Credits: 2.33) Or (MGT 100 Lecture Min Grade: C Min Credits: 2.33 And COM 304 Lecture Min Grade: D- Min Credits: 2.33))
MKT 315	Fashion Marketing and Merchandising	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. This course covers the fundamentals of fashion and the basic principles that govern all fashion movement and change. It examines the history, development, organisation and operation of merchandising and marketing activities, trends in industries engaged in producing fashion, purchasing of fashion merchandise, foreign and domestic markets, and the distribution and promotion of fashion.		Prereq: MKT 301 Lecture Min Grade: D- Min Credits: 2.33
MKT 483	Internship In Marketing	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75. Most London-based Marketing companies require a minimum GPA of 3.0. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
MSC 307	Gender and Sexuality in Italian Opera	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. As a cultural form of art, opera has not only been influenced by its social and political environment but it has also contributed to the shaping of its cultural context reflecting - directly or in more subtle ways - through its characters, amorous intrigues, dramatic tension, the complexity and the ambiguity of the tastes of the public of each different era. The course gives a broad overview of Italian Operatic History and through an interdisciplinary approach which brings together opera and gender's studies, it explores the ways in which Italian opera and voices have changed over the times. No prior musical background (technical) or historical knowledge of music is required. Lessons include excerpts of recorded material and videotapes as well as attending at least one live performance (when available) at no extra cost.		
PHL 305	History Of Western Philosophy I	ITALY	3	0	ROME STUDY CENTRE ONLY. Examines the pre-Socratics and the main teachings of Socrates, Plato, Aristotle, and Plotinus, as well as the influence of Christianity on philosophy, as reflected in the thought of Augustine and Thomas Aquinas.		
PHL 306	History Of Western Philosophy II	ITALY	3	0	ROME STUDY CENTRE ONLY. Examines the philosophers of the Continental Rationalists (Descartes, Spinoza, Leibnitz), the British Empiricists (Locke, Berkely, Hume), and Kant's "Copernican" revolution in philosophy.		
PHLRLG 310	Mysticism and Magic in Medieval Renaissance Italy	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Aims at prompting reflection on how much our present is related to the past, by evincing the role of Renaissance magic in the genesis of modern science and the shaping of modern fantasy. After an explanation of the function of magic in archaic societies and of the representation of hell and demonisation in the late Middle Ages, the course focuses on the end of the 15th century when Florence became the irradiating centre for the new doctrine on the magus ideal formulated by Marsilio Ficino and Pico della Mirandola. This new direction in European thought was further developed into modern science by the contribution of Bacon, Copernicus, Harvey, Galileo, Paracelso and Newton.		
PLT 302	Italian Society: Fascism to the Present	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. A survey of Italian political life from the rise of fascism to the present time. Topics covered include institutional developments since Mussolini, analysis of political parties, the Red Brigade, Italy and the EU and church state relations.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
PLT 331	Ethnicity and Identity	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. Examines the questions of whether ethnicity is a universal phenomenon, and if ethnic conflict is inevitable. Investigates why ethnicity has become such an important tool of political organisation in the 20th century. This course examines ethnicity, and to a lesser extent nationalism, as bases of social and political belonging and differentiation and sources of both creativity and conflict. Starting with the premise that identity is socially constructed, the ways in which ethnic identity has been formed and used in different societies will be examined. Different theories of ethnicity will be explored during the course, as well as specific case studies. PREREQ: ANY 200-LEVEL COURSE IN INR, PLT, OR SCL.	LV3S	
PLT 359	The European Union in New International System	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. The course examines the historical beginnings of the European Union, its institutions, and its economic performance. Considers the Single European Act, the European Monetary System, and the social, political and economics aspects of integration and foreign policy cooperation. PREREQUISITE: JUNIOR STATUS.		
PLT 483	Internship In Political Science	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75 PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
PSY 483	Internship In Psychology	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 75 credits with a minimum GPA of 2.75 PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
RLG 300	Comparative World Religions	RISS	3	0	FROM SP13 ONWARDS – RISS ONLY. Explores the monotheistic religions of the Near East (Judaism, Christianity, and Islam), those of India and the Far East (Hinduism, Buddhism, and Taoism) and the "new age" faiths. The history and practice of each is studied. Special emphasis is laid on the philosophical and psychological bases of each religion and common themes such as "the self" and suffering. Primary and secondary sources are studied along with an examination of methodology in comparative religion. Guest speakers and class visits form an integral part of the course.	LV3H	
RLG 315	Religions and Cults in the Roman Empire	ITALY	3	0	ROME STUDY CENTRE ONLY. An introduction to the religious experience of Late Antiquity, which opened the way to medieval civilisation and, eventually, to modern Western culture. This course introduces students to the extremely complex, and often amazingly modern richness of the religious beliefs and cults of the Roman Empire (I-IV century A.D.). All the main religions, cults and mystical movements will be considered and examined in order to give the student a complete picture of this fascinating historical period. Site visits typically include: the Capitoline Museum, the Jewish Museum and Synagogue, The Catacombs, and the Vatican.		
SCL 266	Culture and Style In Italy	ITALY	3	0	ITALIAN STUDY CENTRES ONLY. This course is recommended for students with an interest in contemporary Italian culture and style. The course focuses on aspects of post-war Italian culture including cuisine, fashion, religious beliefs, and the persistence of superstitions. Lectures will cover topics such as the role of women, food and wine as cultural traditions, the effect of social change, and culture and style and will be supported by field visits, cooking and wine tasting lessons, and audio visual materials.		
SCL 302	Modern Italy: A Social Analysis	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Highlights the characteristics of contemporary Italian society. The sociological framework provides the possibility of comparing modern Italy with other Western nations. This course presents a brief historical and geographical overview and identifies key issues in present day Italy, such as religion, social and economic inequality, the Mafia, the condition of women and the family.		

Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
SCL 307	Made in Italy: Symbols of Italian Identity	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Italy occupies a prominent place in the world's culture, history, and thought. This course will consider the history and practices of consumption in Italy, and the consumption of goods, products, and services that have been encoded as "Italian" outside the country itself. It analyses aspects of consumption (broadly defined) through a social, cultural, artistic and anthropological approach. Symbols of "Italian-ness" may include themes such as the transition to a consumer society, investigating areas such as advertising, fashion, industrial design, food culture and sport, and the impact of consumption in processes such as Italian identity formation and the construction of gender roles. The course normally includes on-site visits and two field trips, for instance to the Museum of Ferrari car factory and to the Museum of Vespa scooter company.		
SCL 308	Women In Italian Society	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. Explores women's conditions in Italy today in relation to economic conditions and the social, geographic and political environment. Relevant debates on women in today's context enlighten the historical process through which Italian women have acquired their position in society. The aim is to understand the differences among Italian women's lives, perspectives and desires according to different social factors.		
SCL 317	Sociology of Italian Soccer	ITALY	3	0	FLORENCE STUDY CENTRE ONLY. An examination of the role of soccer in Italian society provides unique opportunities to investigate the complexities of contemporary Italian culture and social life. The course examines historical and philosophical meanings associated with the sport, as well as the role of soccer within Italian culture, politics, social conflict and social change. The main goal of the course is to understand the socio-cultural dynamics of the relationship between soccer and Italian society. Field trips to matches at the local soccer stadium will be an essential part of the course. Students will carry out ethnographic observations and interpret the social dynamics of sporting events adopting a comparative, cross cultural perspective.		



Course ID	Course Name	Dept.	US Credit	UK Credit	Description	Gen. Ed.	Prerequisites
SSC 483	Internship In Social Science	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 90 credits with a minimum GPA of 2.75. Pre-requisite: Senior status and permission of adviser. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird
THR 3707	Foundations in Shakespeare Studies	RISS	3	12	RISS SUMMER ADVANTAGE PROGRAMME ONLY. This course provides an historical, cultural and literary foundation to Shakespeare's writing. It provides an introductory analysis to some of the major poetic and dramatic aspects and influences of his drama. Visits to Shakespeare plays linked to the texts are a feature of this course. Students will also visit Shakespeare's reconstructed Globe Theatre. Note: visits may require some entrance costs.		
THR 483	Internship In Theatre	ITALY	3	0	FROM SP13 ONWARDS – ITALIAN STUDY CENTRES ONLY. This programme offers upper division students the opportunity to do a full-time internship in London. The experience provides the opportunity to enhance and complement classroom learning and to develop professional skills and competencies. The Internship programme is open to students enrolled in a degree programme who have successfully completed 90 credits with a minimum GPA of 2.75. PREREQ: MINIMUM GPA 2.75 AND MORE THAN 75 CREDITS		Prereq: Instructor Permission from: Deborah Bird

## Honorary Degree Recipients

At each graduation ceremony, Richmond honors people of distinction who have made significant contributions in a professional field, either to the life of their country or in an international context. The following individuals have received honorary degrees from Richmond, The American International University in London.

**1992**

**The Hon. Raymond G. H. Seitz**

Former Ambassador of the United States of America to the Court of St. James  
*Doctor of Public Administration*

**Dr William Petrek** (deceased)

Former President, Richmond  
The American International University in London  
*Doctor of Humane Letters*

**1993**

**The Lord Renwick of Clifton** KCMG

Former Ambassador to the United States of America  
*Doctor of Laws*

**The Lord Briggs of Lewes**

Chairman Emeritus of the Board of Academic Governors, Richmond The American International University in London  
Former Chancellor, The Open University  
Former Provost, Worcester College, Oxford  
Former Vice-Chancellor, Sussex University  
*Doctor of Literature*

**Professor Sir Ernst Gombrich** (deceased)

Director Emeritus of the Warburg Institute, University of London  
Former Academic Governor, Richmond  
The American International University in London  
*Doctor of Literature*

**The Lord Marshall of Knightsbridge** (deceased)

Former Chairman, British Airways plc  
*Doctor of Laws*

**1994**

**The Rt Hon. the Lord Baker of Dorking** CH

Former Secretary of State for Education and Science  
*Doctor of Laws*

**Dr Michael Morgan**

Former Principal, The Froebel Educational Institute, London  
Trustee Emeritus and former Academic Governor, Richmond The American International University in London  
*Doctor of Literature*

**Professor the Lord Quirk of Bloomsbury** CBE FBA

Trustee of The Wolfson Foundation  
Former President of the British Academy  
Former Vice-Chancellor, University of London  
Former Academic Governor, Richmond The American International University in London  
*Doctor of Literature*

**The Lord Attenborough** CBE

Performing Arts Director and Actor  
*Doctor of Literature*

**Dr Lawrence Tindale** (deceased)

Former Deputy Chairman 3i plc  
Former Trustee of Richmond  
The American International University in London  
*Doctor of Laws*

**Dr Donald Woods** (deceased)

International Lecturer and Broadcaster  
*Doctor of Literature*

**1995**

**Dr Robert J. Brennan** (deceased)

Chairman, Metro International  
Former Trustee, Richmond The American International University in London  
*Doctor of Business Administration*

**The Lord Sutherland of Houndwood** KT

Former Vice-Chancellor, University of London  
Former Principal and Vice-Chancellor, University of Edinburgh  
*Doctor of Literature*

**Dr Garry Weston** (deceased)

Chairman, Associated British Foods plc  
*Doctor of Economics*

**The Hon. William J. Crowe Jr.** (deceased)

Former Ambassador of the United States of America to the Court of St. James  
*Doctor of International Relations*

**Dr Michael Eizenberg**

Former President, American Council for International Studies  
Former Trustee, Richmond  
The American International University in London  
*Doctor of Business Administration*

**Dr Stephen J. Trachtenberg**

Former President & Professor of Public Administration, The George Washington University  
*Doctor of Laws*

1996

**The Lord Harris of Peckham**  
Chairman, Carpetright plc  
*Doctor of Economics*

**Dr Kathleen Kennedy Townsend**  
Former Lieutenant Governor, State of Maryland  
*Doctor of Laws*

**Dr Edwin M Yoder Jr.**  
Columnist, The Washington Post Writers Group  
Professor of Journalism and Humanities at  
Washington and Lee University, Lexington  
*Doctor of Letters*

**Sir Stanley Kalms**  
President, Dixons Group plc  
*Doctor of Economics*

**Dr Herbert Kretzmer**  
Journalist and Lyricist  
*Doctor of Letters*

**Dr Hans Rausing**  
Former Chairman & CEO  
Tetra Laval Group  
*Doctor of Economics*

1997

**Dr Anastasios Christodoulou CBE (deceased)**  
Former Secretary-General,  
Association of Commonwealth Universities  
Former Trustee, Richmond  
The American International University in London  
*Doctor of International Relations*

**Dr Stephen R. Portch**  
Former Chancellor, Board of Regents of the  
University System of Georgia  
*Doctor of Literature*

**Professor Dr Rasha Al-Sabah**  
Under Secretary, Ministry of Higher Education,  
Kuwait  
*Doctor of Laws*

**Dr Eve Arnold (deceased)**  
Photographer  
*Doctor of Humanities*

**Sir John Daniel**  
Assistant Director-General for Education, UNESCO  
Former Vice-Chancellor, The Open University  
*Doctor of Humane Letters*

**Professor Stanley Glasser**  
Emeritus Professor of Music, University of London  
Academic Governor, Richmond  
The American International University in London  
*Doctor of Music*

**Sir Cyril Taylor GBE**

Chairman, American Institute for Foreign Study  
Founder & Chairman of the Specialist Schools &  
Academies Trust (1987-2005)  
*Doctor of Laws*

1998

**Sir John Bond**  
Former Group Chairman, HSBC Holdings plc  
*Doctor of Economics*

**Senator Zell Miller**  
Former Governor of the State of Georgia  
Former United States Senator for the State of Georgia  
*Doctor of Laws*

**Sir Joseph Rotblat KCMG (deceased)**  
Physicist  
*Doctor of International Relations*

**Dr John Brademas**  
President Emeritus, New York University  
*Doctor of Laws*

**Professor Malcolm Frazer CBE**  
Former Chief Executive, Council for National  
Academic Awards  
*Doctor of Education*

**Dr Alfredo Gómez Gil**  
Professor and Poet  
*Doctor of Literature*

1999

**The Hon. Philip Lader**  
Former Ambassador of the United States of America  
to the Court of St James  
*Doctor of Laws*

**Sir Colin Southgate**  
Former Chairman, EMI Group plc  
Former Chairman, The Royal Opera House,  
Covent Garden  
*Doctor of Economics*

**Dr Zoë Wanamaker**  
Actor  
*Doctor of Letters*

**Dr Clifford D. Joseph**  
Barrister-at-Law  
Trustee, Richmond  
The American International University in London  
*Doctor of Laws*

**Sir Mark Tully KBE**  
Freelance Journalist and Broadcaster  
*Doctor of Communications*

## 2000

### **Dr Helen Bamber OBE**

Founder and Director, Medical Foundation for the Care of Victims of Torture  
*Doctor of Humanities*

### **The Lord Puttnam CBE**

Film Producer  
*Doctor of Fine Arts*

### **Dr Roger Walther**

Chairman of First Republic Bank and Chairman & CEO of Tusker Corporation  
*Doctor of Economics*

### **Dr George Steven Blumenthal**

Former Chairman, NTL Inc.  
*Doctor of Communications and Information Technology*

### **Dr Nemir A. Kirdar**

Founder, President & CEO of Investcorp  
*Doctor of Economics*

### **Dr Anthony Taylor**

Former Trustee,  
Richmond The American International University in London  
*Doctor of Economics*

## 2001

### **Ambassador (Ret) Harriet Elam-Thomas**

Former Ambassador of the United States of America to the Republic of Senegal  
*Doctor of Laws*

### **Professor the Baroness Greenfield CBE**

Professor of Pharmacology, Oxford University  
Director of the Royal Institution of Great Britain  
*Doctor of Science*

### **Dr James Ragan**

Poet  
*Doctor of Letters*

### **The Earl of Limerick (deceased)**

Former Chancellor, London Guildhall University  
*Doctor of Laws*

### **Dr John Morgridge**

Chairman Emeritus, Cisco Systems Inc.  
*Doctor of Economics*

### **The Rt Hon. the Lord Woolf**

Former Lord Chief Justice of England and Wales  
*Doctor of Laws*

## 2002

### **Dr Walter McCann**

Former President, Richmond  
The American International University in London  
*Doctor of Laws*

### **Dr Alba Ambert**

Former Writer in Residence, Richmond  
The American International University in London  
*Doctor of Literature*

### **Dr Richard Resch**

Former Provost and Senior Vice President for Academic Affairs, Richmond  
The American International University in London  
*Doctor of Science*

### **Dr John Fairbairn**

Trustee, Esmee Fairbairn Foundation  
*Doctor of Humane Letters*

### **Dame Pauline Harris DBE**

Trustee, Philip & Pauline Harris Charitable Trust  
*Doctor of Humane Letters*

### **Dr John Kuhnle**

Managing Director, Education Practice,  
Korn/Ferry International  
Trustee Emeritus, Richmond  
The American International University in London  
*Doctor of Humane Letters*

## 2003

### **Dr Deborah McLean**

Trustee, Richmond The American International University in London  
*Doctor of Humane Letters*

### **Professor Graham Zellick**

Former Vice-Chancellor, University of London  
*Doctor of Laws*

### **The Rt. Hon. Michael Portillo**

Former Member of Parliament for Kensington and Chelsea  
*Doctor of Laws*

## 2004

### **Dr Vivian Day Stroh**

Trustee, Richmond  
The American International University in London  
*Doctor of Humane Letters*

### **Dr Laura H. Harris**

Former Trustee, Richmond  
The American International University in London  
*Doctor of Humane Letters*

### **Professor Brenda M. Gourley**

Vice-Chancellor, The Open University  
*Doctor of Humane Letters*

## 2005

**Dr Russel R. Taylor**  
Former Trustee, Richmond  
The American International University in London  
*Doctor of Humane Letters*

**Dr Robert W. Selander**  
President and CEO, MasterCard International  
*Doctor of International Business*

**Professor Sir Christopher Frayling**  
Rector and Vice-Provost, Royal College of Art  
Chairman, Arts Council, England  
*Doctor of Humane Letters*

## 2006

**The Baroness Deech DBE**  
Independent Adjudicator for Higher Education  
*Doctor of Laws*

**Dr Amelia Chilcott Fawcett CBE**  
Former Vice-Chairman, Morgan Stanley  
International  
*Doctor of International Business*

**Dr David Hempleman-Adams MBE OBE**  
Explorer  
*Doctor of Science*

## 2007

**The Lord Watson of Richmond CBE**  
Chairman, The Cambridge Foundation  
Academic Governor, Richmond The American  
International University in London  
*Doctor of Humane Letters*

**Dr Anthony Seldon**  
Master of Wellington College  
*Doctor of Humane Letters*

**Dame Mary Richardson**  
Chief Executive, HSBC Trust  
*Doctor of Humane Letters*

**Dr William Mules**  
Former Head of School  
The American School in London  
*Doctor of Humane Letters*

## 2008

**Dr Lionel Barber**  
Editor, The Financial Times  
*Doctor of Humane Letters*

**Dr Norman R. Smith**  
Former President, Richmond  
The American International University in London  
*Doctor of Education*

**Sir Sigmund Sternberg**  
Co-founder, The Three Faiths Forum  
*Doctor of Humane Letters*

**Professor Alice Tomic**  
Intercultural Communications Specialist  
*Doctor of Humane Letters*

## 2009

**Professor Jos Hackforth-Jones**  
Director, Sotheby's Institute of Art, London  
*Doctor of Fine Arts*

**Sir Robert Worcester KBE DL**  
Chairman, Ipsos Group  
Chairman & Founder of MORI  
*Doctor of Laws*

## 2010

**Dr George Garfield Weston**  
Chief Executive, Associated British Foods plc  
*Doctor of Laws*

**Dr Mariam Assefa**  
Executive Director & CEO  
World Education Services, New York  
*Doctor of Laws*

## 2011

**Dr Kevin M. Everett**  
Treasurer and Chairman of the Board  
Sir John Cass's Foundation  
*Doctor of Business Administration*

**Dr Julia A. Jeannet (deceased)**  
Founder Richmond University Foundations  
Programme  
*Doctor of Humane Letters*

**Dr Deirdre Y. Simpson**  
Former Director of Alumni Relations, Richmond,  
The American International University in London  
*Doctor of Laws*

## 2012

**Lord Adonis**  
Chair, Progress  
*Doctor of Public Administration*

**Dr Robert Leppard**  
Former Provost & Special Advisor to the President  
Richmond, The American International University  
in London  
*Doctor of Business Administration*

## 2013

**Lord Griffiths of Fforestfach**  
Vice Chairman of Goldman Sachs International  
*Doctor of Business Administration*

**His Excellency Professor Kwaku Danso-Boafo**  
High Commissioner of Ghana to the  
Court of St James  
*Doctor of Public Administration*

## Board of Trustees

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MA, PhD University of Liverpool  
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The American International University in London  
*Barrister-at-Law*

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*Chancellor*

MA University of Cambridge  
MBA Harvard Business School  
Hon. LLD New England College  
Hon. Doctor of Laws, Richmond  
The American International University in London  
Hon. Doctor of The Open University  
Hon. Doctor of Education, Brunel University  
*Chairman, American Institute for Foreign Study*  
*Founder and Chairman of the Specialist Schools and Academies Trust (1987-2005)*

### Professor John Annette

*President*

BA(Hons) Fordham University  
PhD London School of Economics

### Mariam Assefa

DUEL Université de Montpellier  
EdM State University of New York at Buffalo  
Hon. Doctor of Laws, Richmond The American International University in London  
*Executive Director, World Education Services Inc.*

### Ailsa Brookes

BA(Hons) University of Warwick  
*Senior Vice President, AIFS College Division*

### Dr Vivian Day Stroh

BA Richmond The American International University in London  
Hon. Doctor of Humane Letters, Richmond  
The American International University in London

### Dr Kevin Everett OStJ CC

Diploma in Administrative Management,  
South West London College  
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# ENQUIRIES

## **Enquiries worldwide, except in the USA:**

### **UK Admissions Office**

*Undergraduate and Postgraduate*

Richmond, The American International  
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2 Queens Road,  
Richmond-upon-Thames. TW10 6JP England

Telephone: +44 (0)20 8332 9000

Fax: +44 (0)20 8332 1596

E-mail: [enroll@richmond.ac.uk](mailto:enroll@richmond.ac.uk)

## **Enquiries in the USA:**

### **Office of Admissions for North America**

*Undergraduate and Postgraduate*

Richmond, The American International  
University in London,  
343 Congress Street,  
Suite 3100,  
Boston. MA 02210-1214 USA

Telephone: +1 (617) 450 5617

Fax: +1 (617) 450 5601

E-mail: [usadmissions@richmond.ac.uk](mailto:usadmissions@richmond.ac.uk)

## **Enquiries for the Richmond International Academic Soccer Academy (RIASA) programme:**

### **RIASA Admissions**

Richmond, The American International  
University in London,  
343 Congress Street,  
Suite 3100,  
Boston. MA 02210-1214 USA

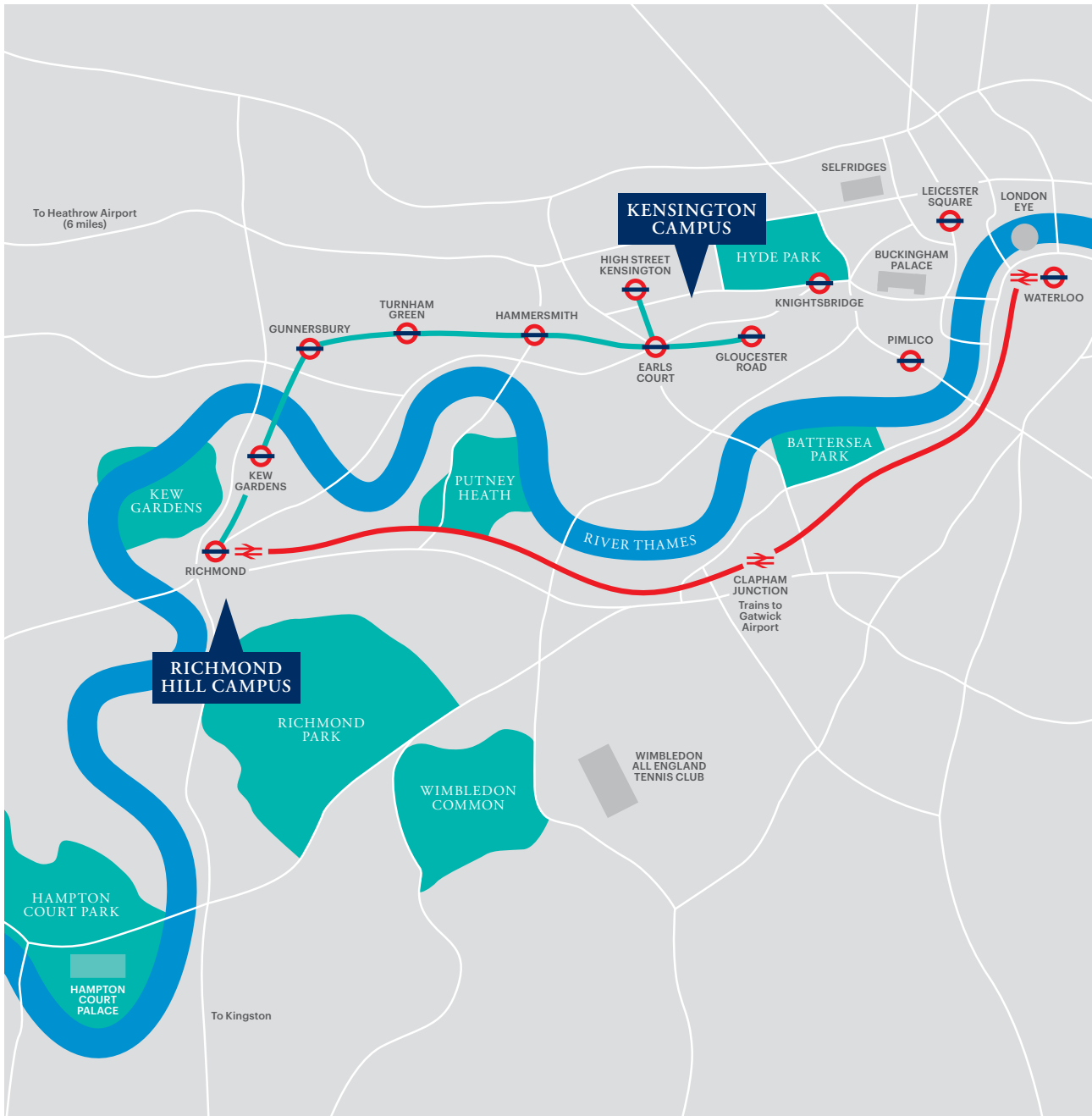
Telephone: +1 (617) 450 5617

Fax: +1 (617) 450 5601

E-mail: [usadmissions@richmond.ac.uk](mailto:usadmissions@richmond.ac.uk)

# LOCATION MAPS

## Richmond's Two Campuses



## Kensington Campus



Express trains from Richmond to Waterloo Station in less than 14 minutes.



District Line tube from Richmond to Gloucester Road averages 20 minutes.



## Richmond Hill Campus



# NOTES

**Richmond is an equal opportunity university.**

It does not discriminate in admissions, employment or access to programmes. The policy of the University is that students, applicants or employment candidates are considered without regard to race, colour, religion, sex, sexual orientation, national or ethnic origin, or age. The University complies with the UK Disability Discrimination Act.





