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Racks University

Conoce más.

RACKS UNIVERSITY

INSTITUTION CATALOG

2026 - 2027

Vol. I

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MESSAGE FROM OUR PRESIDENT

Welcome to **Racks University**! Thank you for your interest in our university. We are pleased to help you gain the knowledge and skills that will allow you to launch your career.

We take your education very seriously. We strive to stay attuned to your personal academic and career goals as we help you pursue studies geared toward realizing your full potential. Our goal is to provide you with as many advantages at our disposal. You will study with professionals using industry-driven credentials, curriculum, and software. We encourage you to jump into your passion from the moment you engage in our classes.

On behalf of the entire faculty and staff, I want you to know we are glad you will be attending **Racks University** and are excited about your arrival. I am looking forward to meeting you and your family. Professors are getting ready for classes; exciting activities and conferences are in place for this year; and we are eager to get started.

Sincerely,

Luis Garcia Hidalgo

Luis Garcia Hidalgo
President

GENERAL INFORMATION

OUR MISSION

Our mission is to deliver flexible, high-quality higher education that empowers students with academic excellence, critical thinking, entrepreneurial skills, and proficiency in artificial intelligence across disciplines. We foster innovation, applied research, and prepare graduates to lead technological projects, create businesses, and drive economic and social progress in their communities. Guided by integrity, accountability, and compliance, we are committed to shaping future-ready leaders.

OUR VISION

Our vision is to be a globally recognized online university of academic excellence, leading the integration of artificial intelligence and technological innovation in higher education. We aspire to set the benchmark in digital learning by cultivating entrepreneurship, creativity, and leadership, empowering professionals and entrepreneurs to create sustainable solutions and transform economies and societies worldwide.

INSTITUTIONAL VALUES

- Academic innovation: integration of artificial intelligence throughout all programs as a cross-disciplinary tool for learning, analysis, and creation.
- Entrepreneurial spirit: encouragement of leadership, autonomy, and students' ability to design and implement original solutions.
- Excellence and quality: commitment to international academic and ethical standards.
- Equity and accessibility: provision of inclusive and flexible educational opportunities adapted to global diversity.
- Social responsibility and sustainability: ethical use of technology to improve quality of life and foster balanced development.

LEGAL CONTROL

Racks University is a fictitious name registered under **Racks Educational AI USA, LLC** with the majority of ownership by **Carlos Martinez Guerrero** and is registered with the Florida Department of Corporations as a For-Profit company. **Carlos Martinez Guerrero** is also the Chairman of the Corporation board which is responsible for the fiscal oversight. The University Governance Board is charged with the internal operation of the institution and oversees decisions on operational and academic matters. Both the corporate board and the University governance board operate semi-autonomously with respect to their identified scope of operation.

FACILITIES

Racks University has its administrative office located **at 8180 NW 36th St. Suite 316, Doral, FL 33166**. The **463** sq. ft facility is located in beautiful **Doral**. The office includes staff quarters, two shared meeting rooms, a shared lounge, reception, a 24h/7 cafeteria, shared copy room, private bathrooms and with elevators and stairs. Location is secured with building PIN entrance for access outside of office hours. Wi-Fi access is open for personnel and visitors throughout the facility. The building is in full compliance with all required safety, fire, and sanitization departments with disability access throughout and free parking garage. The institution plans on organizing their key sustainable systems and stabilizing their revenue. Upon reaching said milestones, the University will relocate to offer additional student amenities.

STATEMENT OF LICENSURE

Racks University is licensed by the Florida C**ommission for Independent Education, Florida Department of Education**, **License #XXXXX**. Additional information regarding this institution may be obtained by contacting the Commission at:

325 West Gaines St., Suite 1414
Tallahassee, FL, 32399-0400
Toll Free telephone number (888) 224-6684 (www.fldoe.org/cie).

ACADEMIC CALENDAR

Racks University is Semester-based. Each academic year is divided into three semesters of 16 weeks each described as **Fall**, **Spring**, and **Summer**. Each semester has three (3) Terms (Term A, Term B, Term C). Programs are designed so students may enroll at the beginning of any semester.

Summer 2026		
Registration Period	**04/06/2026**	**04/24/2026**
Last day to add/drop classes	**05/11/2026**	
Semester Schedule	05/04/2026	08/28/2026
SAP Checkpoint - Term A	05/04/2026	06/05/2026
SAP Checkpoint - Term B	06/08/2026	07/10/2026
SAP Checkpoint - Term C	07/13/2026	08/14/2026
Observed Holidays **Memorial Day** May 25, 2026 **Independence Day** July 3, 2026 **Summer Break:** August 17 – August 21, 2026		
Fall 2026		
Registration Period	**08/17/2026**	**08/28/2026**
Last day to add/drop classes	**09/07/2026**	
Semester Schedule	08/31/2026	12/18/2026
SAP Checkpoint - Term A	08/31/2026	09/25/2026
SAP Checkpoint - Term B	09/28/2026	10/23/2026
SAP Checkpoint - Term C	10/26/2026	12/18/2026
Observed Holidays **Labor Day** September 7, 2026 **Veterans Day** November 11, 2026 **Thanksgiving** November 26 - 27, 2026 **Winter Break** December 21, 2026 - January 1, 2027		
Spring 2027		
Registration Period	**12/07/2026**	**12/25/2026**
Last day to add/drop classes	**01/11/2027**	
Semester Schedule	01/04/2027	04/22/2027
SAP Checkpoint - Term A	01/04/2027	02/05/2027
SAP Checkpoint - Term B	02/08/2027	03/05/2027
SAP Checkpoint - Term C	03/08/2027	04/09/2027
Observed Holidays **Martin Luther King Day** January 18, 2027 **President's Day** February 15, 2027 **Spring Break:** April 30 – May 8, 2027		

INSTRUCTIONAL SEMESTER

- **Full-Time Student:** Can take between 9 to 12 Credits per semester.
- **Part-Time Student**: Can take between 3 to 6 Credits per semester.
- **Academic Year**: Beginning September 1st through August 31st.
- **Semester**: There are three semesters which contain 16 weeks of instruction.
- **Semester Descriptions:** Fall, Spring, and Summer.
- **Add-Drop Period:** Occurs during the first week (7 days) of each semester.

LANGUAGE OF DELIVERY

Racks University programs are offered in **English** and **Spanish** languages.

COMPLETING A COURSE OR PROGRAM IN ANOTHER LANGUAGE OTHER THAN ENGLISH MAY REDUCE EMPLOYABILITY WHERE ENGLISH IS REQUIRED.

OFFICE HOURS

The University Administrative Office is open Monday through Friday, from 8:30 AM to 4:30 PM EST. The email system is available 24/7, allowing students to submit questions at any time. For guidance on contacting your professors, please see the **ONLINE COMMUNICATION** section of this catalog.

FINANCIAL INFORMATION

TUITION

Programs	Tuition/Credit	Tuition Cost
Master of Science in Business Administration	**$500.00**	**$18,000.00**
Master of Science in Information Technology Management	**$500.00**	**$18,000.00**
Bachelor of Science in Business Administration	**$250.00**	**$30,000.00**
Bachelor of Science in Information Technology	**$250.00**	**$30,000.00**

FEES

Fees	Cost
Application Fee *(Nonrefundable as per Refund & Cancellation Policy)*	**$150.00**
Graduation Fee *(Charged to all students before graduation)*	**$350.00**
Technology Fee *(Every Term after 1st)*	**$50.00**
Course Re-Entry *(additional tuition fee may apply)*	**$35.00**
Readmission Fee	**$100.00**
Returned Checks	**$35.00**
Official Transcript Request (*first one is free)*	**$50.00**
Library Fee *(Every Term after 1st)*	**$50.00**
Late Payment Fee	**$35.00**
Incomplete Course Fee	**$150.00**
Withdrawal Processing Fee	**$35.00**

- Textbooks can be bought at local bookstores or online at different vendors. A reasonable estimate is $800.00 to $1,200.00 for the undergraduate programs, and $360.00 to $480.00 for the master's programs.
- Student must allow two weeks for processing receipts which are requested to be sent by mail or fax.
- Types of Payment: Visa, Master Card, Bank Wire, Check, Money Order or PayPal.
- Tuition is subject to change.

CANCELLATION & REFUND POLICY

If a student wishes to cancel his or her enrollment either prior to or after classes have begun, they must notify the institution in person, by electronic mail, or certified mail. The cancellation shall be effective on the date the notice is postmarked.

1) Cancellation can be made in person, by electronic mail, by certified mail, or last date of attendance by the student or date of written notice received.

2) All monies will be refunded if the school does not accept the applicant or if the student cancels within five (5) business days after signing the enrollment agreement and making initial payment.

3) Cancellation after the fifth (5th) Business Day, but before the first class, results in a refund of all monies paid, except for the Application Fee (not to exceed $150.00).

4) The drop/add period is the first week of classes. There will be a refund of all tuition and fees except Application fee if the student withdraws on or during the drop/add week. There will be no refund after the drop/add week.

5) **Termination Date:** In calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation.

6) Refunds will be made within 30 days of termination of student enrollment or receipt of Cancellation Notice from students.

COURSE & PROGRAM CANCELLATION

Student who has registered for a course or a program that is cancelled by the University will be given the opportunity to register for another course or receive a full refund of tuition and fees associated with that course.

ACADEMIC INFORMATION

GRADUATE PROGRAMS

MASTER OF SCIENCE IN BUSINESS ADMINISTRATION

Program Description:
The Master of Science in Business Administration Program is designed to equip students with advanced knowledge and skills in business management, strategic decision-making, and leadership. This program integrates theoretical foundations with practical applications to prepare graduates for the challenges of today's dynamic and global business environment.

Students can tailor their learning experience by choosing from three specialized tracks:

- *Entrepreneurship & Management* - focuses on developing innovative thinking and managerial expertise to launch and grow successful ventures or lead diverse organizations.
- *Marketing* – Gain advanced insights into consumer behavior, branding, and digital strategies to drive competitive advantage in dynamic markets.
- *International Business* – Build a global perspective and master strategies for operating across borders in an increasingly complex international economy.

Program Objective:
The Master of Science in Business Administration Program is designed to develop advanced managerial, analytical, and leadership skills necessary for success in a dynamic global business environment. The program aims to:

- Enhance Strategic Thinking: Equip graduates with the ability to analyze complex business problems and formulate effective strategies.
- Develop Leadership and Decision-Making Skills: Prepare students to lead organizations ethically and effectively in diverse and competitive markets.
- Strengthen Analytical and Research Competencies: Foster proficiency in data-driven decision-making and business research methodologies.
- Promote Innovation and Adaptability: Enable graduates to respond to emerging trends and technological advancements in business.
- Cultivate Global and Ethical Perspectives: Instill awareness of cultural diversity, sustainability, and corporate social responsibility.

Program Breakdown:

Course Number	Course Title	Credit Hours
	CORE COURSES	**24**
ACC 500	Accounting for Decision Making and Control	3
LAW 510	Business Law and Ethics	3
LED 520	Leadership and Organizational Behavior	3
ECO 530	Managerial Economics	3
LED 540	Entrepreneurial Leadership	3
MAN 560	Advanced Project Management	3
FIN 580	Financial Decision Making	3
LOG 590	Operations, Logistics, and Supply Chain Management	3
CONCENTRATIONS *(Student Must choose at least 1 concentration)*		
	Entrepreneurship & Management	**12**
ENT 650	Financial Management	3
ENT 660	Managing Investments	3

ENT 670	Corporate Finance and Institutions	3
ENT 680	Risk and Quality Management	3
	Marketing	**12**
MAR 650	Search Engine Marketing	3
MAR 660	Strategic Marketing Management	3
MAR 670	Mix Marketing and Service Management	3
MAR 680	Strategic Development of e-Marketing	3
	International Business	**12**
INT 650	International Business Strategy	3
INT 660	International Finance	3
INT 670	International Marketing	3
INT 680	International Trade & Commerce	3
	TOTAL:	**36**

MASTER OF SCIENCE IN INFORMATION TECHNOLOGY MANAGEMENT

Program Description:

The Master of Science in Information Technology Management combines advanced technical knowledge with managerial expertise, enabling graduates to drive digital transformation and manage complex technology ecosystems in a global business environment.

Students will gain proficiency in IT governance, data analytics, cybersecurity, and emerging technologies while developing critical leadership and decision-making skills. To tailor their learning experience, students can choose from three specialized tracks:

- Cybersecurity Management – Learn to design and implement robust security strategies, manage risk, and ensure compliance in an increasingly digital world.
- Big Data & Artificial Intelligence – Master data-driven decision-making and leverage AI technologies to create innovative business solutions.
- Technology & Business Transformation – Develop strategies to integrate technology into business processes, optimize operations, and lead organizational change.

Program Objective:

The Master of Science in Information Technology Management Program aims to develop technology leaders who can effectively align IT strategies with business goals to drive innovation and organizational success. The program prepares graduates to:

- Integrate Technology and Business Strategy – Apply advanced IT concepts to optimize business processes and enable digital transformation.
- Lead and Manage IT Initiatives – Demonstrate leadership in planning, implementing, and managing technology projects and teams.
- Leverage Data and Emerging Technologies – Utilize big data analytics, artificial intelligence, and cutting-edge tools to support informed decision-making.
- Ensure Security and Compliance – Design and manage robust cybersecurity frameworks to protect organizational assets and maintain regulatory compliance.
- Adapt to Global and Dynamic Environments – Respond to evolving technological trends and global business challenges with agility and innovation.

Program Breakdown:

Course Number	Course Title	Credit Hours
	CORE COURSES	**24**
MIT 500	Systems Network Management	3

MIT 505	Information Systems Project and Change Management	3
LLM 510	Advanced Large Language Models Strategy and Application (LLM)	3
MIT 515	Management of Information Assurance and Security	3
COM 520	Communication Strategies for Business Professionals	3
WEB 525	Web-based Business Development	3
BUS 530	Advanced Business Analytics	3
MIT 535	Information Technology Management Capstone	3
CONCENTRATIONS *(Student Must choose at least 1 concentration)*		
	Cybersecurity Management	**12**
CYM 540	Information Security Ethics and Policy	3
CYM 545	Cybersecurity and Information Systems	3
CYM 550	Software Security and Malware Analysis	3
CYM 555	Cybersecurity Auditing and Forensics	3
	Big Data and Artificial Intelligence	**12**
DAT 540	Databases and Agile Management Approach	3
DAT 545	Data Mining, Machine Learning and Deep Learning	3
DAT 550	Ideation Methodologies and Project Management with Artificial Intelligence	3
DAT 555	Data Structures and Algorithms	3
	Technology & Business Transformation	**12**
TBT 540	Business Innovation and Change Management	3
TBT 545	Data-Driven Decision Making	3
TBT 550	Digital Transformation	3
TBT 555	Emerging Technologies in Business	3
	TOTAL:	**36**

UNDERGRADUATE PROGRAMS

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Program Description:

The Bachelor of Business Administration (BBA) Program is designed to provide students with a comprehensive understanding of the principles and practices of modern business. Through a balanced curriculum that integrates theoretical knowledge with practical application, students gain expertise in key areas such as management, marketing, finance, accounting, economics, and business analytics. The program emphasizes the development of leadership, communication, and problem-solving skills essential for success in today's competitive and globalized business environment. Students are encouraged to think critically, act ethically, and innovate responsibly.

Program Objective:

The Bachelor of Business Administration Program (BBA) aims to develop competent, ethical, and innovative business professionals equipped with the knowledge and skills necessary to succeed in dynamic global environments. The program provides a strong foundation in core business disciplines such as management, marketing, finance, accounting, and operations, while fostering critical thinking, effective communication, and strategic decision-making.

Graduates of the BBA Program will be prepared to:

- Apply business theories and practices to solve real-world problems.
- Demonstrate leadership and teamwork in diverse organizational settings.

- Utilize data and technology to inform business decisions.
- Communicate effectively across professional and cultural contexts.
- Uphold ethical standards and social responsibility in business operations.
- Pursue advanced studies or careers in business, entrepreneurship, or related fields.

Program Breakdown:

Course Number	Course Title	Credit Hours
	GENERAL EDUCATION COURSES	**30**
ART 110	Art History	3
BIO 120	Biology	3
ENG 130	English Composition	3
ALG 140	College Algebra I	3
PSY 210	Psychology	3
PSY 230	Critical Thinking	3
ALG 240	College Algebra II	3
SOC 310	Sociology	3
SPF 320	Speech Foundations	3
STA 340	Statistics	3
	REQUIRED CORE COURSES	**75**
BUS 210	Introduction to Accounting	3
BUS 220	Cost Accounting	3
BUS 230	Operations Management	3
BUS 240	Business Research Methods	3
BUS 245	Microeconomics	3
BUS 250	Business Law	3
MAN 260	Management Information System	3
BUS 270	Foundations of Management & Entrepreneurship	3
BUS 280	Business Ethics	3
BUS 290	Macroeconomics	3
BUS 310	e-Commerce	3
BUS 330	Finance	3
BUS 340	Financial Management	3
BUS 350	Accounting for Strategic Managerial Decision Making	3
BUS 360	Human Resource Management	3
BUS 370	International Business	3
BUS 380	Strategic Management	3
BUS 390	Organizational Behavior	3
MKT 410	Introduction to Marketing	3
MAN 420	Sales Management	3
FIN 430	Financial Modelling	3
LED 440	Strategic Planning and Leadership	3
PRO 450	Project Management	3
MKT 460	Global Markets and Personal Finance	3
BUS 470	Capstone	3
	CONCENTRATIONS *(Student Must choose at least 1 concentration)*	
	Entrepreneurship & Business Leadership	**15**
EBL 310	Venture Capital	3
EBL 320	Capital Markets	3

EBL 330	Small Business Management	3
EBL 340	Applied Organizational Behavior Project	3
EBL 350	Consumer Behavior	3
	Strategic Marketing	**15**
STM 410	Strategic Planning	3
STM 420	Communication and Public Relations	3
STM 430	Service Marketing	3
STM 440	Market Research	3
STM 450	Relational Marketing	3
	Hospitality Management	**15**
HOS 410	Foundations of Management Control in Hospitality Organizations	3
HOS 420	Service Quality Management in Hospitality	3
HOS 430	Hospitality Technology and Innovation	3
HOS 440	Hospitality Marketing and Revenue Management	3
HOS 450	Sustainable Practices in Hospitality	3
	TOTAL:	**120**

BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY

Program Description:

The Bachelor of Science in Information Technology Program provides students with a comprehensive foundation in the principles, practices, and technologies that drive modern information systems. Designed to blend theoretical knowledge with hands-on experience, the program prepares graduates to design, develop, manage, and secure IT solutions for diverse industries in an ever-evolving technological landscape.

Students will build critical skills in problem-solving, analytical thinking, and effective communication while gaining practical expertise through real-world projects and emerging technologies. To customize their learning experience, students can choose from one of three specialized tracks:

- Big Data & Artificial Intelligence – Harness the power of data analytics and AI to drive innovation and informed decision-making.
- Cybersecurity & Digital Forensics – Develop advanced skills to protect systems, investigate cyber threats, and ensure digital security.
- Software Development & Testing – Master the art of creating, testing, and deploying robust software solutions for modern applications.

Program Objective:

The Bachelor of Science in Information Technology Program aims to prepare graduates to become competent IT professionals who can design, develop, implement, and manage technology-based solutions to meet organizational and societal needs. The program emphasizes:

- **Technical Proficiency**: Equipping students with knowledge of computing systems, networks, databases, cybersecurity, and software development.
- **Problem-Solving Skills**: Developing the ability to analyze complex problems and apply IT solutions effectively.
- **Ethical and Professional Responsibility**: Instilling awareness of legal, ethical, and social issues in technology use.
- **Communication and Collaboration**: Fostering skills to work effectively in teams and communicate technical concepts clearly.

- **Adaptability and Lifelong Learning**: Preparing graduates to keep pace with emerging technologies and industry trends.

Program Breakdown:

Course Number	Course Title	Credit Hours
	GENERAL EDUCATION COURSES	**30**
ART 110	Art History	3
BIO 120	Biology	3
ENG 130	English Composition	3
ALG 140	College Algebra I	3
PSY 210	Psychology	3
PSY 230	Critical Thinking	3
ALG 240	College Algebra II	3
SOC 310	Sociology	3
SPF 320	Speech Foundations	3
STA 340	Statistics	3
	REQUIRED CORE COURSES	**75**
BIT 210	Computer Architecture	3
AUT 220	Process Automation with AI	3
PRP 230	Programming I	3
BIT 240	Supporting the Corporate Goals and Vision: An Enterprise Overview	3
LLM 250	Large Language Models & AI Assistants	3
BIT 260	Information Security Fundamentals	3
BIT 270	Strategic Program Techniques	3
BIT 280	Audit and Information Security Management	3
BIT 310	Communications Skills	3
ATI 320	Introduction to Artificial Intelligence	3
BIT 330	Modern Computing Methods	3
BIT 340	Programming II	3
BIT 350	Cloud Computing and Application	3
ITM 360	Internal Technical Marketing	3
BIT 370	e-Commerce "back office" Trends and Technologies	3
BIT 380	Emerging Technologies	3
BIT 410	e-Commerce Systems & Strategies Project	3
BIT 420	Information Retrieval	3
BIT 430	Digital Electronics	3
BIT 440	Networks and the Internet	3
BIT 450	IT Trends: Concepts & Lab	3
BIT 460	Blockchain	3
BIT 470	Software Quality & Testing	3
WED 480	Web Development	3
DAT 490	Data Analysis and Data Mining	3
CONCENTRATIONS *(Student Must choose at least 1 concentration)*		
	Big Data and Artificial Intelligence	**15**
BDI 310	Principles of Big Data and Artificial Intelligence	3
BDI 320	Machine Learning	3
BDI 330	Processing of Massive Data	3

BDI 340	AI Ethics & Regulation	3
BDI 350	Data Structure and Algorithms	3
	Cybersecurity & Digital Forensics	**15**
CDF 310	Introduction to Information Security	3
CDF 320	Cybersecurity Techniques	3
CDF 330	Legal and Ethical Framework	3
CDF 340	Cybersecurity and Emerging Technologies	3
CDF 350	Cybersecurity Fundamentals	3
	Software Development & Testing	**15**
SDT 310	Business Architecture and Process Modeling	3
SDT 320	Effective Software Testing Methodologies	3
SDT 330	Logical Database Design	3
SDT 340	Advanced Quality Assurance Methodology	3
SDT 350	IT Automation with Python	3
	TOTAL:	**120**

ADMISSION REQUIREMENTS

Applicants seeking admission into our graduate program must have:

1. An undergraduate degree from a state licensed, or government recognized U.S. college or university, or an equivalent degree from college or university outside of the United States.
2. Official transcripts from the university or college where the undergraduate degree was granted *(Must be original documents - we do not accept copies of the documents).*
3. A minimum cumulative GPA of 2.5 on a scale of 4.0.
4. Completed Enrollment Agreement.
5. Online students must have access to the Internet.
6. Submit an official valid government issued photo identification.
7. Any document not in English must be accompanied by a certified translated copy.

Applicants seeking admission into our undergraduate program must have:

1. Submit an official high school diploma or equivalent from an accredited, state licensed, or government recognized institution.
2. Submit an official valid government issued photo identification.
3. If applying with an Associate Degree, the applicant must submit official transcripts from an accredited or licensed institution. A certified translation is required of a foreign degree and must be equivalent to a U.S. Associate Degree.
4. Any document not in English must be accompanied by a certified translated copy.

APPLICATION FOR ADMISSION

All persons interested in applying for admission to the University should complete an application which must be accompanied by a **non-refundable** required registration fee of a **$150.00** (check, money order, or credit card) to process the application. The check/money order should be made payable to Racks University. Applicants must submit all required application documents to be considered for admission. Once a decision is made, an email will be sent to the candidate with further instructions. Candidates will be contacted by their admissions agent regularly to ensure the completed documents are received by the office.

REACTIVATION OF ADMISSION APPLICATION

An individual who has been accepted for admission to **Racks University**, but who has not attended any courses, has their original application and fee active for one (1) year from the term in which the individual was first accepted. In situations longer than one (1) year the application process must be started again with a new application and fee paid.

REGISTRATION

Students are required to register for classes either through email or in person, registration period is listed above on the institution's calendar.

ORIENTATION

Prior to attending classes, new students, as well as those returning to the University after one term or more of non-attendance, are required to participate in an orientation program. **Attendance is mandatory.** This program is designed to acquaint students with the policies of the University. Students are also required to attend a library orientation during their first term.

GRADUATION REQUIREMENTS

To graduate from Racks University, and **to receive a degree, the student must:**

1. Complete all credits as stated in the catalog.
2. Met satisfactory academic progress (Students are required to have **CGPA of 2.5** for **undergraduate programs** and **3.0** for **graduate programs** to be considered satisfactory).
3. Meet satisfactory academic progress.
4. Fulfilled all monetary obligations to **Racks University.**

CREDENTIALS AWARDED

Program	Credits Required	Credential Awarded
Business Administration	36	Master of Science
Information Technology Management	36	Master of Science
Business Administration	120	Bachelor of Science
Information Technology	120	Bachelor of Science

DEFINITION OF A UNIT OF CREDIT

The university follows the **Carnegie unit** of credit hour recognition, awarding credit hours for successfully completed courses and programs. Credit is granted based on the assessment of a course, program, and its outcomes. The university measures its programs using **Semester Credit Hours**, with **15 theory hours** equating to **1 credit hour**.

A typical **3-credit course** requires a total of **45 instructional hours**. In addition to class time, students are expected to complete assignments, research, and other course-related activities.

COURSE CANCELLATION POLICY

Racks University requires that there be a minimum number of students on an online course. In rare circumstances, the University may cancel an online course on the first day of class due to low enrollment. Every effort will be made to move students to either another online course which meets their educational requirements or a similar class. Even if a student has logged into the online environment prior to course start, the student will incur no financial liability if the course is cancelled.

COURSE WITHDRAWAL POLICY

- To apply for a withdrawal, students will provide notification of intent to withdraw, in writing or orally, to the Registrar's Office. The Registrar will document the reasons and date of the student request.
- **Withdrawals with Refund:** Courses in which the student applies for withdrawal during the drop/add period will be refunded according to the Cancellation and Refund Policy.
- **Withdrawals without Refund:** When students request a withdrawal from a course, after the due date established by the institution for withdrawals with refund, it may affect the student's academic progress.

WITHDRAWAL POLICY

A student may withdraw from a class and obtain the notation of "W" until the day before the final exam.

- Unsatisfactory academic performance following the above deadline will not be accepted as a reason for withdrawal.
- Students who are seeking a withdrawal for medical reasons must provide appropriate medical information using the "Withdrawal Form" available at the Racks University website.
- If a withdrawal for medical reasons is approved, an "I" will be recorded for each course.
- Students who receive a withdrawal for medical reasons may be placed "on hold" until the University determines that the student is ready to return. If a withdrawal for medical reasons is not approved, but the situation justifies a withdrawal, the request may be approved as a late withdrawal, and grade of "W" will be recorded.
- If a student withdraws from a course while an alleged academically dishonest act is under review, and the case is not resolved in favor of the student, the academic department, in conjunction with faculty and appropriate University committee, reserves the right to assign the appropriate grade for the course.

MAKE-UP WORK POLICY & REPEATING COURSES

Students who are unable to complete work by the end of the course may be granted an incomplete grade (I) with the instructor's approval. Make-up work policy is granted on a case-by-case basis. Arrangements must be completed within three (3) days from the end of the course. Failure to make such arrangements without administrative approval will result in a failing grade.

TRANSFER OF CREDITS

Transfer applicants must meet all the admission requirements of Racks University. The university's transfer policy is designed to recognize previously earned credits. Individuals who have earned credit at other institutions are encouraged to find out which courses may apply. Students may qualify to use up to 75% of credits earned elsewhere towards Racks University. Speak to your admissions agent for details.

Racks University will evaluate transfer credit from other institutions on a course-by-course basis. Transferability of credits is based on similar content and course objectives. Qualified credits will only be accepted if the grade earned was at least a "B". Transfer of credit is at the discretion of Racks University.

Transfer of Credits from Racks University to another University is at the discretion of the receiving institution, it is the students' responsibility to confirm whether credits will be accepted by another institution of their choice.

ADVANCED PLACEMENT

Racks University does not grant credits for work experience or by examination.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Federal and State laws restrict the release of confidential student records and information. Students have a right to inspect their educational records and are protected from release of information without their written consent, except for subpoenaed requests from courts with appropriate jurisdiction. Students must make written requests for transcripts and other academic information. Requests by unauthorized third parties and telephone requests will not be honored.

ONLINE DELIVERY

The Racks University online term is sixteen (16) weeks long for graduate level and encompasses multiple hours of asynchronous instruction per week via Internet and discussions including assignments, assigned readings and projects.

TECHNOLOGY REQUIREMENTS

Once a student is registered, their only necessary equipment is a personal computer with internet access, a student can access the eLearning platform from anywhere in the world. To maintain privacy and security, each student is provided with a **username** and **password** which allows them to reach their own **personal page** within the **Moodle Learning Management System.**

It is important to maintain student interaction with the instructor and the learning community. The online platform will allow these interactions to be more flexible regarding time and space, yet the outcome should be similar or better. It is important to outline the following criteria:

1. The professor has knowledge in online instructional technology so that they can not only easily use it to teach students but also help students who have any issues.
2. The student earns flexibility in distance and time. Based on the course syllabus, the student can plan and organize his/her learning plan for the subject.
3. The online process opens many avenues for study; self-study takes an enhanced role. Also, they can have interactions with the professor and the rest of the students through forums, chats, web-conferencing and such.
4. The student follows the course agenda and works guided by the professor's advice. Students are accountable for semester work

OUR LEARNING MANAGEMENT SYSTEM

Our learning platform is Moodle this platform replaces the classroom and provides the student with the tools to engage the learning process in an enjoyable, easy to use and efficient environment. The platform has been standardized to familiarize the student with the learning process and avoid confusion. Some of the elements contained in the platform are:

- **Course Syllabus**: Outlines the path to the class.
- **Chats**: Allows for the student to interact with other students and the professor.
- **Forums**: This asynchronous tool allows the class participants to create threads of information that will be available throughout the class. Great tools for studying down the road.
- **Calendar**: Reminds the students how the class has advanced and reminds them of tasks, quizzes, or exams ahead.
- **Document Load Zone:** Throughout the course the student will have places to load assignments in a clear and convenient way.

COURSE CONTENT

Once the students log in to their personal page, and open their course, they can see different web tools they can use to study. The main one they will use is the documents & links tab which contain their downloadable syllabus, lectures, audio or video streams and any other relevant learning materials. Students will follow their syllabus to organize their weekly studies and will use the assignments tab to review deadlines, download exams, submit homework, case studies, or projects and upload their work. Special instructional activities may be scheduled at specific times convenient to both students and faculty members, in which case the announcement tab is the tool used by the faculty to give directions. If a student has a question related to the course, they can directly post it in the discussion posts where both the professor and fellow students can respond so that everyone benefits from the answer. If a student has a question not related to the course, they can directly email their professor through the address given in the syllabus, Skype-chat or call them as disclosed in the syllabus.

EVALUATIONS

The use of forums, chats, and other communication tools gives instructors the opportunity to provide continuing evaluation and feedback to students as they prepare their formal evaluations.

Formal evaluations are implemented using assignments or quizzes. For assignments, the student submits a text file; the instructor corrects it, gives feedback, and assigns a grade. Quizzes are corrected automatically, and the grading is instantaneous.

All exams are administered through our password protected online platform. Students are expected to adhere to the timeline provided by the course professor in the course syllabus. Any retakes are at the discretion of the professor.

Faculty members will have access online to post assignments and exams. Faculty will have 48 hours to post grades for assignments during the term and 5 days to post grades for finals electronically.

RESPONSE TIME

When a student sends a message with a question, or posts a message in a forum, the instructor is expected to respond within 24 hours during weekdays and weekends. Response time for evaluations that require the instructor's review, grading, and feedback will be 48 hours during weekdays and weekends.

ONLINE COMMUNICATION

It is essential that online students communicate with their instructors frequently. Students with questions must write emails to their instructors asking the many questions they may have. They may request additional chat sessions to clarify information. The instructor will schedule a time to meet with you in a chat room, by phone, or in person at the campus location. Students should expect that each communication will be followed up with a written summary of the discussion generated by the instructor. Such communications will be provided to the student by email.

ATTENDANCE AND CLASS SCHEDULE

Online Campus

The University is in session throughout the year, except for the holidays listed above in the Calendar section. Delivery of classes will be asynchronous through Racks University's Learning Management System (LMS). Students will be required to participate in chats and discussions on a weekly basis previously prepared by their instructors and shared via the Chat and Discussion Boxes. Attendance is mandatory and students are expected to log in to their classes at least **three times a week** to be considered in attendance. Special instructional activities may be scheduled at specific times convenient to both students and faculty members. Students who do not regularly attend any of their registered classes during the term may be administratively withdrawn from the University and placed on probation or dismissed.

STUDENT SERVICES

Students will receive advisement and or counseling with the following topics: Academic **Planning** which includes **academic advising**, inquiry about additional online course offerings, registration for courses, completion of administrative forms, the purchase of textbooks and library access.

Student services also include Financial Advisement and Personal Academic issues. In addition, the student will also receive career services assistance, which will consist of identifying opportunities and advising the student on appropriate means of attempting to realize those opportunities.

ACADEMIC ADVISING

Upon enrollment, Racks University provides academic advising by assigning an academic advisor who assists the student in attaining his/her educational goals and fulfilling our University requirements. Students will be given the advisors' phone number and e-mail address. The advisor will be able to offer a more valuable insight into the student educational planning, by contacting the student and having a greater understanding of the student's expectations and experience. The academic advisor is responsible for providing professional and personal academic supervision to a student enrolled in a program at the University. The academic advisor will work directly on a personal basis with each student to provide academic advisement, guidance, and prompt feedback to each student who enrolls at the University or asks for assistance.

ACADEMIC COUNSELING

Academic counseling is available to all students during the admission process, and throughout the program. Any problems the University is not able to address will be referred to community organizations and agencies to better meet the student's needs.

CAREER SERVICES

The University does not make any guarantees of graduate employment or salary upon graduation. The University will offer career services, which will consist of identifying employment opportunities and advising

on appropriate means of attempting to realize these opportunities. The Career Services advisor will help the student in creating a resume, sharpen students' interviewing skills, and advise on strategies for searching current job opportunities.

E-LIBRARY

Students and faculty have access to Racks University's Online Library, which is a very important online resource for academic assignments, projects, and research. Racks University has an agreement for the use of e-Library at **Aquinas Network**. The library provides students and faculty with 24 hour-a-day and 7 days a week access to the instructional, academic, and research resources.

ONLINE TECHNICAL ASSISTANCE

There is 24-hour, 7 days a week technical assistance feature for our Online Course Platform. For technical assistance, please email us at tech.support@racks.university.

LEAVE OF ABSENCE

A student may be granted a leave of absence for a maximum of 5 days. All requests for leaves of absence must be in writing with the reason for the LOA and the date of expected return specified. If the student does not return on the expected date, the student's enrollment will be terminated. A refund calculation will be completed according to the school Cancellation & Refund Policy. The withdrawal date will be the student's last recorded date of attendance.

SATISFACTORY ACADEMIC PROGRESS

GRADING SYSTEM

Grades are based on the quality of work as shown by written tests, term papers, and projects as indicated on the course syllabus. Faculty members will provide an individual's evaluation of performance for each course. Grades are posted onto the student's academic record, which is kept permanently.

Letter Grade	Quality Points	Definition
A⁺	**4.0**	95 - 100% - Excellent
A	**3.75**	90 - 94%
B⁺	**3.5**	85 – 89%
B	**3.0**	80 – 84% - Minimum CGPA for Graduate
C⁺	**2.5**	75 – 79% - Minimum CGPA for Undergraduate
C	**2.0**	70 – 74%
D⁺	**1.5**	65 – 69%
D	**1.0**	60-64%
F	**0**	Fail
I	**0**	Incomplete
P	**0**	Pass
W	**0**	Withdrawal
X	**0**	Ongoing
NR	**0**	Grade Not Reported
WF	**0**	Withdrawal after 60% course completion
T	**0**	Transfer
NP	**0**	No Pass
R	**0**	Repeat

STANDARDS OF SATISFACTORY ACADEMIC PROGRESS

All students must maintain satisfactory academic progress to remain enrolled at the University. Satisfactory academic progress is determined by measuring the student's **cumulative grade point average** (CGPA) and the student's **rate of progress toward completion of the academic program**. These are outlined below.

SATISFACTORY ACADEMIC PROGRESS

SAP - Quantitative Criteria

Undergraduate Programs:

A student must achieve a Cumulative Grade Point Average of **2.5** at the midpoint of the program and must have earned **75%** of the credits attempted. A student who does not achieve these criteria will be placed on probation for the rest of the academic term. A student on academic probation who earns less than **2.5** in their cumulative average will continue on academic probation. Academic probation may be removed only by earning a **2.5** CGPA or higher on the next term.

Students placed on probation will be notified in writing and will receive academic advising to assist them in grade improvement.

Graduate Programs:

A student must achieve a Cumulative Grade Point Average of **3.0** at the midpoint of the program and must have earned **75%** of the credits attempted. A student who does not achieve these criteria will be placed on probation for the rest of the academic term. A student on academic probation who earns less than **3.0** in their cumulative average will continue on academic probation. Academic probation may be removed only by earning a **3.0** CGPA or higher on the next term.

Students placed on probation will be notified in writing and will receive academic advising to assist them in grade improvement.

SAP - Evaluation

1. Students are evaluated at the end of an academic term.
2. If a student fails a course before the academic term ends, they are immediately placed on academic probation.
3. The student will remain on academic probation until they retake the failed course when it is next offered and passes on the next attempt.
4. If the student takes the course a second time and passes it, the student is removed from academic probation.
5. If the student fails the course for a second time, the student could be academically dismissed from the University.

SAP Evaluation - Timeframe to Complete (MTF) Policy

The maximum allowable timeframe for students to remain active in the program is as follows:

The credit hours attempted cannot **exceed 1.5 times the credit hours required** to complete the program. The student will be withdrawn once it is determined that he/she has exceeded the allowable maximum time frame.

Program	Program Length	Maximum Allowed Timeframe
Master's Degree	18 Months	27 Months
Bachelor's Degree	40 Months	60 Months

CGPA REQUIREMENTS

Students at the graduate level must meet a **minimum CGPA** requirement of **3.0** throughout their enrollment to be considered making satisfactory academic progress. CGPA will be reviewed at the end of each term after grades have been posted to determine if the student's CGPA is in compliance.

GRADE CHANGE

A change in grade must be resolved by the end of the term following the term in which the grade was originally issued. Grade changes must be submitted from the faculty to the University registrar on the official "Grade

Change Form", with the instructor signature. All grade changes are subject to administrative approval. Students questioning a term grade posted to their academic record should e-mail the University registrar. The University registrar will forward the e-mail to the instructor of the course and the appropriate academic administrator for resolution. The timeframe for changing the grade is one (1) week from the end of the term.

COMPUTATION OF CUMULATIVE GRADE POINT AVERAGE

The cumulative Grade Point Average (CGPA) is computed by assigning every component a percentage based on its portion of the total hours comprising the student's program. Quality points are assigned to each grade given. The CGPA will be calculated by totaling the assigned quality points.

GRADES AND TRANSCRIPTS

Original copies of student exams are maintained in each student's education file while they are in attendance and for a period of three years after their last day of attendance. Transcripts are maintained by the student records office indefinitely. Each transcript documents student grades and can be reviewed upon written request.

Permanent copies of all student records are maintained at the University. There is a three (3) business day waiting period for delivery of an official transcripts and/or Diploma.

Any student requiring additional copies of said documents must pay a processing fee for each document requested. Upon presentation of a receipt of payment from the Business Office, the Registrar will prepare the requested document(s). There is a three-day waiting period for processing. Processing will only begin after payment. If there is an outstanding balance to the University, it must be paid before processing can begin.

POLICIES AND PROCEDURES

ACADEMIC WARNING OR PROBATION

If the student falls below the criteria on the SAP listed above in the catalog, he/she will be placed on a probationary period *(the period is specified above on the SAP)* Any student having to repeat courses will have to pay **$35.00** per course. At the end of the probationary period, if the student has not satisfied the specified requirements, he/she may be terminated from the University. Students meeting this requirement at the end of the probationary period will be removed from this status.

Probation is an administrative status. Students on probation are at risk of termination from the program. Students on probation are monitored more closely, requiring academic advising on a regular basis to determine student progress. Students on probation may be required to attend extra course sessions. Students placed on probation will be notified in writing and will receive academic advising to assist them in grade improvement.

SUSPENSION & DISMISSAL

Students are eligible to apply for readmission after a minimum of one term, and, if permitted to return, will be on academic probation. If at any time after having been suspended a student on probation has a cumulative average below the minimum required, the student will be dismissed from the University and will not be eligible to return.

Any appeals for failure to maintain satisfactory progress must be made in writing to the Vice-Provost within **15 days of dismissal**. The student will be notified in writing of the decision. The maximum time limit given to a student to complete their program is **1.5** times the normal length of that program. A student not meeting these criteria will be terminated for not making satisfactory progress.

APPEALS PROCESS

Any appeals of the actions described above must be made in writing to the Vice-Provost who will consider the appeal. The Vice-Provost will have the final authority over the matter to make the decision whether to accept the students' appeal within 5 days. For the student's appeal to be granted, the student will need to give evidence of satisfactory academic progress.

STUDENT CONDUCT POLICY

At Racks University appropriate students conduct in each class and when communicating with others in the University it is very important. Any inappropriate conduct could result in dismissal from the University.

The following types of conduct are unacceptable:

1. All forms of academic misconduct include but are not limited to cheating, fabrication, plagiarism, or facilitating academic dishonesty.
   Plagiarism: All work submitted by a student must represent the student's original endeavor. When outside sources are used as references, the student should identify the source to make clear the extent to which the source has been used. The University considers plagiarism and falsification of documents a serious matter that will result in appropriate sanctions including loss of full or partial credit for the work, suspension for a specific period, or expulsion from the program.
2. Other forms of dishonesty include but are not limited to fabricating information, furnishing false information, or reporting a false emergency to the University.
3. Forgery, alteration, or misuse of any University document, record, key, electronic device, or identification.
4. Unauthorized entry to, possession of, receipt of, or use of any University services; equipment; resources; or properties, including the University's name, insignia, or seal.
5. Sexual harassment, as defined here: Sexual harassment is unwelcomed sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when submission to or rejection of this conduct explicitly or implicitly affects a person's education, unreasonably interferes with a person's educational performance, or creates an intimidating, hostile or offensive learning environment. In the interest of preventing sexual harassment, the University will respond to reports of any such conduct.
6. Stalking behavior in which an individual repeatedly engages in conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her family; where the threat is reasonably determined by the University to seriously alarm or torment the person; and where the threat is additionally determined by the University to serve no legitimate purpose.
7. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other University activities.
8. Failure to identify to, or comply with the directions of, a university official or other public official acting in the performance of his or her duties while at official University functions; or resist or obstructing such University or other public officials in the performance of or the attempt to perform their duties.
9. Selling, preparing, or distributing for any commercial purpose course lecture notes, video or audio recordings of any course unless authorized by the University in advance and explicitly permitted by the course instructor in writing. The unauthorized sale or commercial distribution of course notes or recordings by a student is a violation of these policies whether it was the student or someone else who prepared the notes or recordings. Copying -for any commercial purpose- handouts, readers or other course materials provided by an instructor as part of the University course unless authorized by the University in advance and explicitly permitted by the course instructor or the copyright holder in writing.

PENALTIES FOR MISCONDUCT

The Vice-Provost may impose penalties for violations of university policies or campus regulations whether such violations are also violations of law, and whether proceedings are or have been pending in the courts involving the same acts.

If because of an official appeal, it is determined that the student was improperly disciplined, the Vice-Provost shall, if requested by the student, have the record of the hearing sealed, and have any reference to the

disciplinary process removed from the student's record. In such cases, the record of the hearing may be used only in connection with legal proceedings.

Whether or not a hearing is conducted, the University may provide written notice to a student that his or her alleged behavior may have violated University policy or campus regulations and that, if repeated, such behavior will be subject to the disciplinary process. Evidence of the prior alleged behavior as detailed in the written notice may be introduced in a subsequent disciplinary action.

When a student is found in violation of university policies or campus regulations, any of the following types of student disciplinary action may be imposed. Any sanction imposed should be appropriate to the violation, taking into consideration the context and seriousness of the violation.

1. **Warning/Censure**: Written notice or reprimand to the student that a violation of specified University policies or campus regulations has occurred, and that continued or repeated violations of the University policies or campus regulations may be cause for further disciplinary action, normally in the form of Disciplinary Probation, and/or Loss of Privileges and Exclusion from Activities, Suspension, or Dismissal.
2. **Disciplinary Probation:** A status imposed for a specified period during which a student must demonstrate conduct that conforms to the University standards of conduct. Misconduct during the probationary period or violation of any conditions of the probation may result in further disciplinary action, normally in the form of Suspension or Dismissal.
3. **Loss of Privileges and Exclusion from Activities:** Exclusion from participation in designated privileges and activities for a specified period. Violation of any conditions in the written Notice of Loss of Privileges and Exclusion from Activities, or violation of university policies or campus regulations during the period of the sanction may be cause for further disciplinary action, normally in the form of Probation, Suspension or Dismissal.
4. **Suspension**: Termination of student status at the University for a specified period with reinstatement thereafter certain, provided that the student has complied with all conditions imposed as part of the suspension and provided that he or she is otherwise qualified for reinstatement. Violation of the conditions of Suspension or of university policies or campus regulations during the period of Suspension may be cause for further disciplinary action, normally in the form of Dismissal.
5. **Dismissal**: Termination of student status for an indefinite period. Readmission after dismissal may be granted only under exceptional circumstances.
6. **Restitution**: A requirement for restitution in the form of reimbursement may be imposed for expenses incurred by the University or other parties resulting from a violation of these policies. Such reimbursement may take the form of monetary payment or appropriate service to repair or otherwise compensate for damages. Restitution may be imposed on any student who alone, or through group or concerted activities, participates in causing damage or costs.
7. **Revocation of Awarding of Degree:** Subject to the concurrence of the University Governing Board.

GRIEVANCE POLICY

A grievance procedure is available to any student who believes a university decision or action has adversely affected his or her status, rights, or privileges as a student. The purpose is to provide a prompt and equitable process for resolving student grievances. Students with grievances should first communicate with the appropriate course professor. If the professor is unable to resolve the student's complaint, the professor will refer it to the Vice-Provost in writing. If the Vice-Provost is unable to resolve the student's complaint, he will refer it to the Chief Executive Officer. The Chief Executive Officer will take steps to resolve the complaint or will refer it in turn to the President of the University. The University President's decision is final.

Informal Resolution

Students are encouraged to speak directly with their mentor or staff member most concerned with or

responsible for the situation that is the cause of the complaint. If this communication does not lead to a resolution, or such a discussion is not deemed appropriate, the student may register an informal complaint or file a formal written complaint.

Informal Complaint

A student may register an informal complaint within thirty (30) days of the event that triggered the complaint. The earlier communication is made, the more likely it is to resolve the matter satisfactorily. Complaints should be made to the Vice-Provost. Informal complaints may be made in person, by telephone, or email. Appropriate University staff will review the matter presented by the student and determine whether any action is required. The student will be notified of the University's response within 20 days of the informal complaint. If the student is not satisfied with the decision and/or attempts at resolution, he/she may go on to make a formal complaint.

Formal Complaint

A formal complaint must be submitted in writing to the Department Chairperson. Formal complaints must be filed within sixty (60) days of the event that triggered the complaint and state the nature of grievance and the remedy being sought. Any previous attempts to resolve the issue should also be described.

Receipt of the complaint will be acknowledged within fifteen (15) days. The appropriate University administrator will then review the matter. A final written determination, including any proposed resolution, will be sent to the student within thirty (30) days of receipt of the complaint. The relevant University office will keep a complete record of formal complaints. Records of the outcome of all formal complaints will also be stored in a centralized database and the student's electronic file.

Students who at the end of this process feel a grievance is unresolved may refer it to:

Commission for Independent Education
Florida Department of Education
325 West Gaines Street
Tallahassee, FL 32399-0400
Phone 850.245.3200, or Toll Free 888.224.6684, or online at http://www.fldoe.org/policy/cie

MODIFICATIONS

Racks University reserves the right to modify academic policies, regulations, courses, fees and other matters of policy and rule when deemed necessary and with due notice. Student will be given advance notification of such changes.

NON-DISCRIMINATION

Racks University admits student of any race, color, sex, age, marital status, non-disqualifying disability to the extent of the law, religion, or creed, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to student at the University and does not discriminate in administration of its educational policies, admissions policies, or other University-administered programs.

ANTI-HAZING

At Racks University the practice of hazing is prohibited. Hazing is defined as any action taken or situations created to intentionally produce mental or physical discomfort, embarrassment, harassment, or ridicule.

EMERGENCY CLOSURE

In the event of an emergency, Racks University's administrative office will close as determined by **Miami-Dade** County due to inclement weather or natural disaster (hurricane, etc.).

COURSE DESCRIPTIONS

COURSE NUMBERING SYSTEM

The course numbers are based on course codes established by the University and do not relate to state common course numbering systems. The course numbering system consists of an alpha prefix followed by a digit course number. The alpha prefix identifies academic discipline, and the first digit specifies if the course belongs to an upper or lower division. The numbers indicate the level of the course.

Sample Course Number **(MAN560)**
Letters = Discipline = Management
Digits = 500 = Program Sequence

GRADUATE PROGRAMS

MASTER OF SCIENCE IN BUSINESS ADMINISTRATION

ACC 500 Accounting for Decision Making and Control – 3 Credit Hours
This course explores the use of accounting information in managerial decision-making and organizational control. Topics include cost analysis, budgeting, performance measurement, and strategic financial planning to support effective business decisions.

LAW 510 Business Law and Ethics – 3 Credit Hours
In this course students examine the legal environment of business and the ethical frameworks guiding corporate behavior. The course covers contracts, regulatory compliance, corporate governance, and ethical decision-making in complex business scenarios.

LED 520 Leadership and Organizational Behavior – 3 Credit Hours
This course focuses on leadership theories and practices, organizational culture, motivation, and team dynamics. Students learn strategies for influencing behavior, managing change, and fostering high-performance work environments.

ECO 530 Managerial Economics – 3 Credit Hours
In this course students apply microeconomic and macroeconomic principles to managerial decision-making. Topics include demand analysis, pricing strategies, market structures, and resource allocation to optimize business performance.

LED 540 Entrepreneurial Leadership – 3 Credit Hours
In this course students develop skills for leading innovative ventures and driving growth in dynamic markets. Emphasis is placed on opportunity recognition, risk management, strategic thinking, and building entrepreneurial teams.

MAN 560 Advanced Project Management – 3 Credit Hours
This course provides tools and techniques for managing complex projects, including planning, scheduling, risk assessment, and stakeholder communication. Students learn advanced methodologies such as Agile and earned value management.

FIN 580 Financial Decision Making – 3 Credit Hours
This course covers financial analysis, capital budgeting, risk assessment, and valuation techniques. Students learn to make informed decisions regarding investments, financing, and resource allocation to maximize shareholder value.

LOG 590 Operations, Logistics, and Supply Chain Management – 3 Credit Hours
This course examines strategies for designing and managing efficient operations and global supply chains. Topics include inventory control, logistics optimization, sustainability, and technology integration for competitive advantage.

CONCENTRATIONS

ENTREPRENEURSHIP & MANAGEMENT

ENT 650 Financial Management – 3 Credit Hours
This course develops the ability to interpret and apply financial statements in the management of organizations. Topics include resource development, cash flow management, budgeting, and control functions within a decision-making framework. Students will analyze liabilities, inventories, equity, and related issues, while considering ethical aspects of accounting and financial reporting. Emphasis is placed on using financial information to support innovation, adaptability, and long-term growth.

ENT 660 Managing Investments – 3 Credit Hours
This course explores investment and portfolio theory, combining classical foundations with contemporary analytical and empirical research. Students will evaluate investment alternatives, assess risk and return, and design portfolios that align with organizational objectives. Focus is placed on cultivating a forward-looking approach to financial decision-making in dynamic market environments.

ENT 670 Corporate Finance and Institutions – 3 Credit Hours
This course analyzes the characteristics and efficiency of money and capital markets, examining instruments, valuation, and the role of financial institutions. Students will apply financial principles to real-world cases, considering how access to capital and institutional structures influence organizational expansion and resilience. Prerequisite: ENT 660.

ENT 680 Risk and Quality Management – 3 Credit Hours
This course explores the principles and practices of managing risk and ensuring quality within organizational processes and projects. Students learn to identify, assess, and mitigate risks while implementing quality assurance and control measures aligned with industry standards.

MARKETING

MAR 650 Search Engine Marketing – 3 Credit Hours
This course provides an in-depth understanding of strategies and techniques used to promote websites through paid search advertising and optimization. Students learn how to create and manage campaigns on major search engines, analyze performance metrics, and apply best practices for keyword research, bidding strategies, and ad copywriting. Emphasis is placed on integrating SEM with broader digital marketing efforts to maximize ROI and achieve business objectives.

MAR 660 Strategic Marketing Management – 3 Credit Hours
This course develops the knowledge and competencies required to manage marketing from a strategic perspective. Students will analyze markets, design strategies, and apply marketing tools to align with business objectives. Emphasis is placed on marketing as a driver of competitive advantage and organizational growth.

MAR 670 Mix Marketing and Service Management – 3 Credit Hours
This course examines the planning and implementation of strategies related to the marketing mix, with special attention to the management of services. Students will evaluate organizational contexts and develop positioning strategies based on the analysis of product, price, promotion, and distribution variables.

MAR 680 Strategic Development of e-Marketing – 3 Credit Hours
This course explores the principles and practices of electronic commerce and digital marketing. Students will study the conceptual foundations of e-commerce, the influence of information and communication technologies, and the development of strategies for digital markets. Emphasis is placed on applying methodologies to design and implement effective e-marketing strategies.

INTERNATIONAL BUSINESS

INT 650 International Business Strategy – 3 Credit Hours
This course examines the formulation and implementation of strategies for businesses operating in a global environment. Students explore competitive advantages, market entry strategies, cross-cultural management, and the impact of economic, political, and legal factors on international operations. Emphasis is placed on analyzing global trends, managing multinational enterprises, and leveraging innovation to succeed in diverse markets.

INT 660 International Finance – 3 Credit Hours
This course introduces students to the fundamentals of financial management in an international setting. Topics include foreign exchange markets, exchange rate risk, international capital flows, and global financing strategies. Focus is placed on applying financial principles to support multinational business decisions.

INT 670 International Marketing – 3 Credit Hours
This course explores the challenges and strategies of marketing in the international arena. Students will analyze market entry methods, global consumer behavior, product adaptation versus standardization, and international branding. Emphasis is placed on creating marketing strategies that respond to cultural, economic, and regulatory differences.

INT 680 International Trade & Commerce – 3 Credit Hours
This course provides an overview of global trade and commerce, including theories of international trade, trade policy, regional integration, and the role of international institutions. Students will examine import and export practices, trade agreements, and the dynamics of globalization in shaping international business.

MASTER OF SCIENCE IN INFORMATION TECNOLOGY

MIT 500 Systems Network Management – 3 Credit Hours
This course provides an in-depth understanding of the design, implementation, and management of computer networks and systems infrastructure. Students will explore network protocols, architecture, and security measures while learning best practices for maintaining reliable and scalable network environments. Emphasis is placed on troubleshooting, performance optimization, and emerging technologies in networking.

MIT 505 Information Systems Project and Change Management – 3 Credit Hours
This course focuses on the principles and practices of managing IT projects and organizational change. Students will learn project planning, risk assessment, resource allocation, and stakeholder communication strategies. The course also addresses change management frameworks to ensure successful adoption of new technologies and processes within organizations.

LLM 510 Advanced Large Language Models Strategy and Application (LLM) – 3 Credit Hours
This course examines the advanced concepts and practical applications of Large Language Models (LLMs) in business and technology. Students will learn prompt engineering, fine-tuning techniques, and integration strategies for enterprise solutions. Ethical considerations, compliance, and emerging use cases in AI-driven automation and analytics are also explored.

MIT 515 Management of Information Assurance and Security – 3 Credit Hours
This course provides a comprehensive overview of information assurance principles and security management practices. Topics include risk analysis, security policies, compliance standards, and incident response strategies. Students will develop skills to protect organizational assets and ensure data integrity in complex IT environments.

COM 520 Communication Strategies for Business Professionals – 3 Credit Hours
This course enhances professional communication skills essential for leadership and collaboration in business settings. Students will learn techniques for effective written, verbal, and digital communication, including

presentations, negotiations, and cross-cultural interactions. Emphasis is placed on clarity, persuasion, and strategic messaging.

WEB 525 Web-based Business Development – 3 Credit Hours
This course explores the design and implementation of web-based solutions to support business operations and e-commerce. Students will learn about web technologies, user experience design, and integration of business processes into online platforms. The course includes hands-on projects to develop functional and secure web applications.

BUS 530 Advanced Business Analytics – 3 Credit Hours
This course introduces advanced analytical techniques for data-driven decision-making. Students will learn predictive modeling, machine learning applications, and visualization tools to interpret complex datasets. Emphasis is placed on applying analytics to solve real-world business challenges and improve organizational performance.

MIT 535 Information Technology Management Capstone – 3 Credit Hours
In this course students apply strategic thinking, project management, and leadership principles to real-world scenarios, developing comprehensive solutions to complex technology challenges. Emphasis is placed on aligning IT initiatives with business objectives, risk management, and emerging trends. The capstone experience includes a major project or case study that demonstrates mastery of IT governance, security, and innovation strategies.

CONCENTRATIONS

CYBERSECURITY MANAGEMENT

CYM 540 Information Security Ethics and Policy – 3 Credit Hours
This course examines the ethical, legal, and policy issues surrounding information security. Students will explore frameworks for ethical decision-making, compliance standards, and governance models that guide secure information practices. Topics include privacy, intellectual property, cybersecurity laws, and organizational security policies.

CYM 545 Cybersecurity and Information Systems – 3 Credit Hours
This course provides a comprehensive understanding of cybersecurity principles and their application to information systems. Students will learn about threat analysis, vulnerability assessment, and security architecture design. Emphasis is placed on implementing protective measures to safeguard data and ensure system integrity.

CYM 550 Software Security and Malware Analysis – 3 Credit Hours
This course offers a comprehensive examination of software security principles and malware analysis methods. Students will study techniques for identifying and addressing software vulnerabilities, secure coding practices, and threat modeling. The curriculum includes insights into malware behavior, classification, and detection strategies, utilizing both static and dynamic analysis tools. Emphasis is placed on recognizing attack vectors, reverse engineering harmful code, and applying defensive strategies to safeguard applications and systems against emerging threats.

CYM 555 Cybersecurity Auditing and Forensics – 3 Credit Hours
This course introduces auditing methodologies and forensic techniques for investigating cybersecurity incidents. Students will learn how to conduct security audits, collect, and preserve digital evidence, and perform forensic analysis to support legal and organizational requirements.

BIG DATA AND ARTIFICIAL INTELLIGENCE

DAT 540 Databases and Agile Management Approach – 3 Credit Hours
This course examines modern database methodologies and their integration with agile practices. Students will learn to design automated workflows for regression testing, review, staging, and deployment. Emphasis is placed on agile approaches that streamline database management and enhance team collaboration.

DAT 545 Data Mining, Machine Learning and Deep Learning – 3 Credit Hours
This course explores computational methods for prediction, classification, and pattern recognition. Topics include data mining, supervised and unsupervised learning, and advanced deep learning techniques. Students will apply these tools to solve complex business problems using statistical and computer science approaches.

DAT 550 Ideation Methodologies and Project Management with Artificial Intelligence – 3 Credit Hours
This course explores computational methods for prediction, classification, and pattern recognition. Topics include data mining, supervised and unsupervised learning, and advanced deep learning techniques. Students will apply these tools to solve complex business problems using statistical and computer science approaches.

DAT 555 Data Structures and Algorithms – 3 Credit Hours
This course provides a deep understanding of fundamental data structures and algorithms essential for efficient software development. Topics include arrays, linked lists, trees, graphs, sorting, and searching algorithms, with an emphasis on complexity analysis and practical implementation.

TECHNOLOGY & BUSINESS TRANSFORMATION

TBT 540 Business Innovation and Change Management – 3 Credit Hours
This course examines the processes of organizational change and innovation in the context of technological disruption. Students will analyze frameworks for managing change, fostering innovation, and overcoming resistance in dynamic business environments.

TBT 545 Data-Driven Decision Making – 3 Credit Hours
This course Introduces the use of analytics and digital tools to support strategic decision-making. Topics include data visualization, predictive analytics, and the integration of data into organizational planning and transformation strategies.

TBT 550 Digital Transformation – 3 Credit Hours
This course explores the principles and practices of digital transformation in organizations. Topics include innovation strategies, adoption of emerging technologies, and the redesign of business models to create sustainable competitive advantage.

TBT 555 Emerging Technologies in Business – 3 Credit Hours
Covers the impact of emerging technologies—such as AI, blockchain, IoT, and cloud computing—on business models and operations. Emphasis is placed on evaluating opportunities, risks, and strategies for adopting these technologies to drive transformation.

UNDERGRADUATE PROGRAMS

GENERAL EDUCATION COURSES

ART 110 Art History – 3 Credit Hours
The course provides students with a general foundation in sequential and thematic knowledge of the great moments in Art, Architecture, and Culture throughout history, from the earliest times to the present.

BIO 120 Biology – 3 Credit Hours
The purpose of this course is to provide students with basic knowledge in Biology; topics will include cell structure and function, evolution, genetics, and ecology. The students are expected to use the scientific method of thinking to analyze and relate concepts to the environment.

ENG 130 English Composition – 3 Credit Hours
This college-level writing course introduces students to academic discourse and emphasizes writing as a process in both narrative and analytical forms. Building on the foundations of composition, students will explore the importance of effective written communication in personal, professional, and academic contexts. The course integrates research skills, guiding students through the research process, source evaluation, and the development of well-supported arguments. Students will engage in critical analysis of written works and their own writing, while practicing revision and editing to improve clarity and coherence. Multiple opportunities for feedback and refinement prepare students for advanced research and writing tasks.

ALG 140 College Algebra I – 3 Credit Hours
This course provides a general introduction to college mathematics. Students learn the following mathematical concepts in a logical sequence that increases in difficulty as students gain command of a concept: polynomials, equations, inequalities, the straight line, Cartesian coordinates, functions and graphs, systems of linear equations, logarithms and exponentials, matrix algebra, limit of a function, and derivative of a function and integral.

PSY 210 Psychology – 3 Credit Hours
This course provides the students with engaging and hands-on experience. The students are expected to find new ways to apply the knowledge presented in class from research. Among the topics studied are: Beginning Psychology, Social Psychology, Health Psychology, Developmental Psychology, Cognitive psychology, and Psychological Disorders.

PSY 230 Critical Thinking – 3 Credit Hours
This course helps students develop strategies for "learning to think" and "thinking for learning", using a variety of methods and resources to question their thoughts and their ways of expression, the intention behind what they say, its meaning, and its relationship to their beliefs. Students develop an ideological framework for assessing whether they have a solid and legitimate foundation for such thoughts and expressions.

ALG 240 College Algebra II – 3 Credit Hours
This course provides students with the methodologies required to understand the role played by the inductive method in this field of Mathematics. Trigonometric functions, identities and conditional equations, solution of triangles, trigonometric forms of complex numbers are all taught.

SOC 310 Sociology – 3 Credit Hours
In this course students should understand their role in society and be capable of interpreting the social phenomena surrounding them. This course provides students with a basic understanding of how society functions, and specifically how groups work.

SPF 320 Speech Foundations – 3 Credit Hours
This course introduces students to the principles and practices of effective oral communication. Emphasis is placed on developing confidence, clarity, and organization in public speaking, as well as understanding audience analysis and adapting messages for diverse contexts. Students will learn techniques for informative, persuasive, and impromptu speaking, while refining vocal delivery, nonverbal communication, and active listening skills.

STA 340 Statistics – 3 Credit Hours
The purpose of this course is to provide the students with the knowledge to make intelligent judgments and informed decisions by interpreting statistics and analyzing data. Among the topics studied are collecting data, descriptive methods, probability material and inferential techniques.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

BUS 210 Introduction to Accounting – 3 Credit Hours

This course is an introduction to accounting and its basic concepts. Students will learn how to record, understand, and review financial transactions. Among the topics studied we have financial statements, information system, accrual accounting, sales and receivables and operating assets.

BUS 220 Cost Accounting – 3 Credit Hours

The purpose of this course is to provide students with problem-solving skills and the knowledge to conduct economic activities as well as the knowledge to apply concepts to add value to the business they will manage. This class will give students the tools to understand and solve business issues. Among the topics studied are: Measuring product costs, strategic management of costs, quality and time, cost analysis for operating decisions and profit planning and budgeting.

BUS 230 Operations Management – 3 Credit Hours

This course examines the principles and techniques of designing, analyzing, and managing operations processes in manufacturing, information/knowledge- based and service industries as impacted by the world of technology. Interrelationships between operations activities and other functional areas are stressed. The course integrates agile practices through short iterative project cycles focused on process improvement and innovation. Students will apply artificial intelligence tools to model scenarios, optimize operations, and support strategic decisions.

BUS 240 Business Research Methods – 3 Credit Hours

This course is to introduce students to quantitative and qualitative methods for conducting meaningful inquiry and research. They will gain an overview of research intent and design, methodology and technique, format and presentation, and data management and analysis informed by commonly used statistical methods.

BUS 245 Microeconomics – 3 Credit Hours

This course introduces economic analysis of individual, business, and industry choices in the market economy. Topics include the price mechanism, supply, and demand, optimizing economic behavior, costs and revenue, market structures, factor markets, income distribution, market failure, and government intervention. Upon completion, students should be able to identify and evaluate consumer and business alternatives in order to achieve economic objectives efficiently.

BUS 250 Business Law – 3 Credit Hours

The purpose of this course is to introduce students to business and its legal environment including the court system and the international system. Among the topics studied we have constitutional law, administrative law, criminal law, international law, tort law, labor law and environmental law.

MAN 260 Management Information System – 3 Credit Hours

This course explores the strategic role of information systems in modern organizations. Students will learn how technology supports decision-making, enhances business processes, and drives competitive advantage. Topics include systems analysis and design, database management, enterprise systems, cybersecurity fundamentals, and emerging technologies such as cloud computing and AI integration.

BUS 270 Foundations of Management & Entrepreneurship – 3 Credit Hours

This course provides an introductory survey of the business world, examining its structures, forms, and management practices. Emphasis is placed on the foundations of management and entrepreneurship within the context of globalization and social responsibility. Students will explore the roles of managers, analyze markets, evaluate business environments, and develop a business plan while gaining knowledge of decision-making processes and marketing fundamentals.

BUS 280 Business Ethics – 3 Credit Hours

This course introduces students to the principles of ethics and the nature of morality, emphasizing their role in effective business decision-making. Students will explore ethical theories, frameworks, and practical applications to real-world business situations, analyzing issues from cultural, socio-economic, and religious perspectives. The course promotes ethical awareness and critical thinking as essential components of sound managerial judgment and highlights the impact of ethical decision-making on individuals, organizations, and society.

BUS 290 Macroeconomics – 3 Credit Hours

This course introduces students to the principles and dynamics of the economy as a whole, focusing on the measurement and analysis of national income, inflation, unemployment, interest rates, and economic growth. Students will explore how governments and central banks use fiscal and monetary policy to influence economic performance and address issues such as recession, stabilization, and long-term development.

BUS 310 e-Commerce – 3 Credit Hours

This course examines the fundamental elements of e-commerce, including strategy, technology, relationships, and related issues. It explores key e-commerce opportunities, business models, e-societies, e-governments, and the broader e-commerce environment. Students will also study marketing strategies, financial information management, and human resource practices in this context.

BUS 330 Finance – 3 Credit Hours

This course introduces students to the principles and practices of finance. Topics include the role of financial institutions, corporate finance, investment analysis, and financial instruments such as stocks, bonds, and derivatives. Emphasis is placed on understanding financial decision-making, risk and return, and the functions of capital markets. Students will gain practical insights into how finance supports both corporate strategy and individual investment decisions.

BUS 340 Financial Management – 3 Credit Hours

This course will provide the students with the tools to take the necessary actions that as a manager they should take to increase the value of the firm. Among the topics studied we have: Concepts of corporate finance, Fixed income securities, Stocks, Projects and their value, Cash distribution, capital Structure, Managing global operations, and financial decisions.

BUS 350 Accounting for Strategic Managerial Decision Making – 3 Credit Hours

This course examines fundamental accounting concepts as they apply to strategic decision-making within organizations. Topics include cost analysis, budgeting, performance evaluation, and the use of accounting information for planning and control. Attention is also given to supply and demand, market structures, and industry-specific behaviors that influence managerial decisions.

BUS 360 Human Resource Management – 3 Credit Hours

This course provides a comprehensive study of the principles and practices of human resource management. Topics include workforce planning, recruitment, selection, training and development, compensation, and performance appraisal. The course also examines the historical influences of scientific management and unionism and their continuing impact on modern HR functions.

BUS 370 International Business – 3 Credit Hours

This course introduces students to the principles and practices of international business. Topics include globalization, national differences, foreign exchange markets, exporting, importing, and countertrade. Emphasis is placed on economic theories, global business strategies, and international alliances.

BUS 380 Strategic Management – 3 Credit Hours

This course explores the role of strategic management in enhancing organizational value by identifying opportunities, developing markets, and building sustainable brands. Topics include the dynamic business environment, customer relationship management, competitive advantage, and differences between managerial and descriptive approaches to business marketing. An agile project-based approach is embedded in this course, promoting iterative strategy design and analysis. Students will leverage artificial intelligence to support research, modeling, and strategic forecasting in real business contexts.

BUS 390 Organizational Behavior – 3 Credit Hours

This course focuses on understanding and managing people in organizations. Topics include diversity management, ethics in the workplace, attitudes and job satisfaction, counterproductive behaviors, motivation, and leadership. Emphasis is placed on preparing students to meet the challenges of today's dynamic business environment.

MKT 410 Introduction to Marketing – 3 Credit Hours

This course introduces the fundamental principles of marketing in contemporary organizations. Topics include marketing strategy, product development, pricing, physical distribution, and promotional planning, with emphasis on practical application.

MAN 420 Sales Management – 3 Credit Hours

This course examines the role of the sales manager in leading people, resources, and marketing functions. Topics include organizing, forecasting, planning, evaluating, and controlling sales operations. Students will apply quantitative methods and behavioral science concepts to improve sales performance and manage sales teams.

FIN 430 Financial Modelling – 3 Credit Hours

This course provides students with the knowledge and practical skills to design, build, and apply financial models used in corporate finance, investment analysis, and valuation. Emphasis is placed on the use of spreadsheet-based modelling techniques to analyze financial statements, forecast performance, value companies, and evaluate investment projects. Students will learn to translate theoretical finance concepts into structured, dynamic models that support decision-making in real business environments. The course integrates agile, iterative project development cycles to build and refine financial models progressively. Students will use artificial intelligence tools as analytical assistants for forecasting, valuation, and scenario testing.

LED 440 Strategic Planning and Leadership – 3 Credit Hours

This course integrates marketing, finance, accounting, economics, and human resources into a framework for managerial decision-making. Special emphasis is placed on leadership in strategic planning and organizational problem solving. Students will complete a project that addresses policy challenges and demonstrates the application of multidisciplinary business knowledge. This course adopts an agile methodology framework, emphasizing short sprint cycles, iterative project development, and real-world scenario analysis. Students will use artificial intelligence tools as strategic assistants to support data analysis, planning, and decision-making throughout the course.

PRO 450 Project Management – 3 Credit Hours

This course provides a comprehensive understanding of the principles, tools, and techniques required to successfully manage projects in today's dynamic business environment. Students will learn how to plan, execute, monitor, and close projects while balancing scope, time, cost, and quality. Key topics include project life cycle, risk management, resource allocation, budgeting, and stakeholder communication.

MKT 460 Global Markets and Personal Finance – 3 Credit Hours
This course provides a comprehensive understanding of the principles, tools, and techniques required to successfully manage projects in today's dynamic business environment. Students will learn how to plan, execute, monitor, and close projects while balancing scope, time, cost, and quality. Key topics include project life cycle, risk management, resource allocation, budgeting, and stakeholder communication.

BUS 470 Capstone – 3 Credit Hours
This capstone course allows students to integrate and apply business knowledge through simulations and projects. Students will develop a business plan, conduct business analysis, and design strategies to demonstrate their ability to make informed managerial decisions. Capstone projects are developed using agile methodologies, emphasizing iterative planning, delivery, and continuous feedback. Artificial intelligence tools are embedded in each stage of the project to support research, design, execution, and evaluation.

CONCENTRATIONS

ENTREPRENEURSHIP & BUSINESS LEADERSHIP

EBL 310 Venture Capital – 3 Credit Hours
This course introduces students to the fundamentals of the venture capital industry and its role in financing small and emerging firms. Topics include sources of capital such as banks, angel investors, and venture capital firms, with emphasis on differences in expectations, ownership, and management requirements. The course also covers business planning, venture practices, and strategies for engaging potential investors.

EBL 320 Capital Markets – 3 Credit Hours
This course provides students with an in-depth understanding of global financial markets and instruments. It examines the structure, regulation, and functioning of equity and debt markets, with particular emphasis on initial public offerings (IPOs), options, and futures as mechanisms for raising capital, managing risk, and enhancing returns. Students will analyze real-world cases of companies navigating public listings, derivative strategies, and cross-border investment flows, gaining the analytical and practical skills necessary to interpret and operate within international capital markets.

EBL 330 Small Business Management – 3 Credit Hours
This course explores the principles of managing and operating a small business. Topics include forms of ownership, franchising, financing, location analysis, record keeping, purchasing, inventory control, marketing, security, insurance, and consumer credit. Students will complete a feasibility study and present a comprehensive small business start-up plan.

EBL 340 Applied Organizational Behavior Project – 3 Credit Hours
This course provides a practical application of organizational behavior concepts. Students will explore management practices, individual differences, diversity, communication, motivation, team building, and leadership, as well as organizational structure, culture, design, and change.

EBL 350 Consumer Behavior – 3 Credit Hours
This course examines the role of the consumer in the marketing system and the importance of understanding consumer behavior. Economic, social, psychological, and cultural factors influencing consumer decision-making are analyzed, with emphasis on how buyers interact with products, services, and marketing strategies. The course also considers the impact of communication and promotion on consumer behavior.

STRATEGIC MARKETING

STM 410 Strategic Planning – 3 Credit Hours
This course prepares students to design and implement tourism initiatives that enhance the economic, social, environmental, and cultural conditions of destinations. Emphasis is placed on planning and development instruments, as well as the operation of programs and policies in both the public and private sectors.

STM 420 Communication and Public Relations – 3 Credit Hours
This course introduces students to the principles and practices of strategic communication within the field of public relations. Topics include ethics, analysis, professional skills, and the development of communication strategies for diverse organizational contexts.

STM 430 Service Marketing – 3 Credit Hours
This course examines the complexities of services marketing, focusing on the challenges of managing intangibles, quality variability, and the non-inventory nature of services. Students will study advanced strategies for service marketing and customer experience (CX), applying models such as GAP and SERVQUAL, as well as tools like Design Thinking and Revenue Management. Emphasis is placed on value co-creation, internal marketing, and the ethical use of emerging technologies such as artificial intelligence (AI) and big data.

STM 440 Market Research – 3 Credit Hours
This course explores market research as a key tool for informed decision-making in marketing. Students will study the research process, from design to analysis, and evaluate the strengths and limitations of different methodological approaches. The course emphasizes both the role of research users and that of professional researchers in supporting evidence-based marketing strategies.

STM 450 Relational Marketing – 3 Credit Hours
This course focuses on building and maintaining long-term, value-driven relationships between businesses and customers. Students will explore strategies that go beyond transactional marketing, emphasizing customer loyalty, trust, and personalized engagement. Key topics include customer relationship management (CRM), data-driven marketing, lifetime value analysis, and digital tools for relationship building.

HOSPITALITY MANAGEMENT

HOS 410 Foundations of Management Control in Hospitality Organizations – 3 Credit Hours
This course provides a comprehensive framework for understanding management control in the hospitality sector. Students examine how strategy, planning, operations, finance, marketing, communication, and human resources interact to shape the performance of hotels, resorts, restaurants, and other service-oriented organizations. Emphasis is placed on decision-making, performance evaluation, and the alignment of operations with strategic goals.

HOS 420 Service Quality Management in Hospitality – 3 Credit Hours
This course introduces students to the theoretical foundations and practical applications of quality management in the hospitality industry. Students analyze internationally recognized service quality models and tools, focusing on how to design and implement quality assurance systems. Case studies highlight best practices in customer service, guest satisfaction, and operational excellence in hotels, restaurants, and event organizations.

HOS 430 Hospitality Technology and Innovation – 3 Credit Hours
This course examines the role of information and communication technologies in optimizing resources and improving guest experiences within hospitality organizations. Topics include property management systems, customer relationship management tools, revenue management software, mobile check-in and digital

concierge services, as well as emerging technologies such as artificial intelligence and virtual reality. Students will evaluate how innovation drives competitiveness and transforms the hospitality experience.

HOS 440 Hospitality Marketing and Revenue Management – 3 Credit Hours
This course explores marketing principles and revenue strategies within the hospitality industry. Students study consumer behavior, branding, digital distribution channels, and the development of customer experience strategies. Emphasis is placed on pricing models, demand forecasting, and revenue optimization practices that maximize profitability while maintaining service quality. Practical projects focus on designing integrated marketing and revenue management plans for hospitality businesses.

HOS 450 Sustainable Practices in Hospitality – 3 Credit Hours
This course provides an in-depth study of sustainability principles applied to hospitality operations. Students will explore eco-certifications, waste reduction strategies, energy efficiency programs, and sustainable supply chain practices. The course also highlights corporate social responsibility initiatives and the role of hospitality leaders in promoting environmental stewardship and ethical business models. Emphasis is placed on balancing profitability with long-term sustainability and community well-being.

BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY

BIT 210 Computer Architecture – 3 Credit Hours
This course provides an in-depth understanding of the internal structure and functioning of computer systems. Students will explore the principles behind processor design, memory hierarchy, input/output systems, and instruction set architecture (ISA). Key topics include data representation, CPU organization, pipelining, parallel processing, and performance optimization.

AUT 220 Process Automation with AI – 3 Credit Hours
This course introduces students to the principles and applications of Artificial Intelligence in automating business processes. Learners will explore how AI technologies—such as machine learning, natural language processing, and robotic process automation (RPA) are transforming operations across industries. Key topics include workflow automation, intelligent decision-making systems, data-driven optimization, and AI ethics in automation.

PRP 230 Programming I – 3 Credit Hours
The course will train the students to work effectively as entry-level developers. At the beginning students learn the fundamentals of computer programming using one specific object-oriented Programming language. Afterwards, students will learn the system development process. They will work on individual projects reflecting industry work scenarios.

BIT 240 Supporting the Corporate Goals and Vision: An Enterprise Overview – 3 Credit Hours
This course helps the students understand the entire enterprise and the role of operations management in an organization. Students will understand how to identify key factors impacting decisions and will be exposed to analytical tools to aid in decision making. As examples, students will examine the basic operations models for a variable cost services business (call center); a fixed cost services business (telecommunications network); a product manufacturing business; and a distribution business (e-Commerce).

LLM 250 Large Language Models & AI Assistants – 3 Credit Hours
This course explores the foundations, architecture, and applications of Large Language Models (LLMs) and AI-powered virtual assistants. Students will learn how these advanced models process natural language, generate human-like responses, and support automation in business and technology environments. Key topics include transformer architecture, prompt engineering, fine-tuning techniques, ethical considerations, and real-world deployment strategies.

BIT 260 Information Security Fundamentals – 3 Credit Hours
This course introduces the essential principles and practices of information security in today's digital environment. Students will learn how to protect data, systems, and networks against threats by understanding security concepts, risk management, and compliance standards. Key topics include confidentiality, integrity, and availability (CIA triad), cryptography basics, network security, access control, and incident response.

BIT 270 Strategic Program Techniques – 3 Credit Hours
This course focuses on advanced methods for planning, executing, and managing programs that align with organizational strategies and deliver measurable results. Students will learn how to design program frameworks, prioritize initiatives, and allocate resources effectively to achieve long-term business objectives. Key topics include program governance, risk assessment, performance metrics, and stakeholder engagement strategies.

BIT 280 Audit and Information Security Management – 3 Credit Hours
This course provides an in-depth understanding of information security governance, risk management, and audit practices essential for protecting organizational assets. Students will learn how to design and implement security policies, conduct compliance audits, and ensure adherence to industry standards and regulations such as ISO 27001, NIST, and GDPR.

BIT 310 Communications Skills – 3 Credit Hours
The focus of this course is on interpersonal and leadership skills necessary to successfully complete an IT project. Methods and tools for effectively leading a project team will be discussed. Concepts include communication, motivation, performance, behavior, and crisis management.

ATI 320 Introduction to Artificial Intelligence – 3 Credit Hours
This course provides a foundational understanding of Artificial Intelligence (AI) concepts, techniques, and applications. Students will explore the history and evolution of AI, its core principles, and its role in shaping modern technology. Key topics include search algorithms, knowledge representation, machine learning basics, natural language processing, and ethical considerations in AI**.**

BIT 330 Modern Computing Methods – 3 Credit Hours
This course introduces students to modern computational approaches for solving complex problems in condensed physics. Emphasis is placed on applying computer-based methods to analyze systems that extend beyond the scope of traditional analytical techniques, providing students with practical tools to model and interpret physical phenomena.

BIT 340 Programming II – 3 Credit Hours
This course builds upon foundational programming concepts introduced in Programming I, focusing on advanced techniques and problem-solving skills. Students will deepen their understanding of object-oriented programming (OOP), data structures, and algorithm design while learning best practices for writing efficient, maintainable code.

BIT 350 Cloud Computing and Application – 3 Credit Hours
This course covers a series of current cloud computing technologies, including technologies for Infrastructure as a Service, Platform as a Service, Software as a Service, and Physical Systems as a Service. For different layers of cloud technologies, practical solutions such as Google, Amazon, Microsoft, SalesForce.com, etc. solutions as well as theoretical solutions are introduced.

ITM 360 Internal Technical Marketing – 3 Credit Hours
This course examines strategies for effectively promoting technical products, services, and solutions within an organization to ensure alignment with corporate goals and successful adoption. Students will learn how to

translate complex technical concepts into clear, compelling messages for internal stakeholders, including executives, managers, and cross-functional teams.

BIT 370 e-Commerce "back office" Trends and Technologies – 3 Credit Hours
This course provides an overview of IT Project Management E-Commerce Fundamentals, exploring the four components of e-Commerce: Customer Relationship Management (CRM), e-Commerce, Supply Chain Management (SCM), and Infrastructure Management (IM). Other concepts include market and enterprise issues that affect e-Commerce, business models and processes that have been impacted by e-Commerce solutions, taking e-Commerce theory to implementation, and key enabling technologies that support successful e-Commerce solutions.

BIT 380 Emerging Technologies – 3 Credit Hours
This course explores the latest innovations shaping the future of business and technology. Students will examine cutting-edge trends such as artificial intelligence, machine learning, blockchain, cloud computing, Internet of Things (IoT), cybersecurity advancements, and extended reality (XR). The course emphasizes how these technologies disrupt industries, create new opportunities, and influence strategic decision-making**.**

BIT 410 e-Commerce Systems & Strategies Project – 3 Credit Hours
This course is designed to familiarize the student with the management approach to defining and implementing e-Commerce (EC) systems. The course addresses the digital economy, EC strategy and marketing, EC models (Business to Business, Business to Consumer, etc.) as well as EC architecture. The course will cover management and regulatory issues in EC such as internationalization, electronic payment methods, Internet fraud, mobile e-Commerce, and current implementation technologies. Architectures and interdependence of systems will be covered.

BIT 420 Information Retrieval – 3 Credit Hours
The course has the aim of introducing all those system technologies which are used in order to automatically back up information from heterogeneous and distributed sources. It will offer various competences in the comprehension of processes, and in information processing techniques, which are those tools that characterize modern applications, and modern web search engines. Focus will be put on computer technologies, and automatic-learning technologies, which allow a fast development of systems based on reusing both available knowledge and data, in an electronic format, in open sources. All of this will be discussed and analyzed in relation to modern applications on Web sources and sites.

BIT 430 Digital Electronics – 3 Credit Hours
This course covers combinational and sequential logic circuits. Topics include number systems, Boolean algebra, logic families, medium scale integration (MSI) and large-scale integration (LSI) circuits, analog to digital (AD) and digital to analog (DA) conversion, and other related topics. Upon completion, students should be able to construct, analyze, verify, and troubleshoot digital circuits using appropriate techniques and test equipment.

BIT 440 Networks and the Internet – 3 Credit Hours
Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.

BIT 450 IT Trends: Concepts & Lab – 3 Credit Hours
This course provides students with a comprehensive understanding of emerging information technology trends expected to shape the next three to five years. Emphasis is placed on analyzing technologies already in development or early adoption and evaluating their impact on organizations and professional practice. In addition to conceptual analysis, students will engage in practical projects involving installation, support, and training for systems such as VoIP, IPTV, and open-source software. The integration of theory and laboratory experience equips students to critically assess, implement, and adapt to evolving IT environments.

BIT 460 Blockchain – 3 Credit Hours

This course provides students with a comprehensive understanding of emerging information technology trends expected to shape the next three to five years. Emphasis is placed on analyzing technologies already in development or early adoption and evaluating their impact on organizations and professional practice. In addition to conceptual analysis, students will engage in practical projects involving installation, support, and training for systems such as VoIP, IPTV, and open-source software. The integration of theory and laboratory experience equips students to critically assess, implement, and adapt to evolving IT environments.

BIT 470 Software Quality & Testing – 3 Credit Hours

This course introduces students to the principles and methodologies of software quality assurance, including quality models, process improvement, risk assessment, and performance measurement. Emphasis is placed on applying these principles through hands-on projects that simulate real-world scenarios, enabling students to design, implement, and evaluate quality assurance strategies in practice. By integrating theory with applied projects, students gain both conceptual understanding and practical skills in software testing and quality management. This course incorporates agile testing cycles and continuous integration principles. Artificial intelligence tools are used to assist in test generation, debugging, and optimization processes to enhance software quality.

WED 480 Web Development – 3 Credit Hours

Students create interactive, dynamic web sites using common web architecture and object-based database access. Programming for web development includes control structures, objects, functions, and use of composite data types.

DAT 490 Data Analysis and Data Mining – 3 Credit Hours

This course introduces students to the concepts, techniques, and tools used to extract meaningful insights from large datasets. Students will learn how to collect, clean, and analyze data, as well as apply data mining methods to uncover patterns, trends, and relationships that support decision-making.

CONCENTRATIONS

BIG DATA AND ARTIFICIAL INTELLIGENCE

BDI 310 Principles of Big Data and Artificial Intelligence – 3 Credit Hours

This course introduces students to the foundational concepts of big data analytics and artificial intelligence (AI). Topics include data collection, storage, and processing; machine learning techniques; ethical considerations; and applications of AI and big data across industries. Emphasis is placed on developing analytical skills and understanding how data-driven technologies support strategic decision-making.

BDI 320 Machine Learning – 3 Credit Hours

This course provides an introduction to the principles, algorithms, and applications of machine learning. Topics include supervised and unsupervised learning, classification, regression, clustering, neural networks, and model evaluation. Emphasis is placed on practical implementation, problem-solving, and the ethical use of machine learning in real-world contexts.

BDI 330 Processing of Massive Data – 3 Credit Hours

This course examines the principles, tools, and techniques for processing and analyzing massive datasets. Topics include data storage and retrieval, distributed computing, real-time data streams, and the use of frameworks such as Hadoop and Spark. Emphasis is placed on scalability, efficiency, and the application of big data processing to support decision-making across industries.

BDI 340 AI Ethics & Regulation – 3 Credit Hours

This course explores the ethical, legal, and regulatory challenges posed by artificial intelligence. Topics include algorithmic bias, privacy, transparency, accountability, and the social impact of AI technologies. Students will analyze emerging regulatory frameworks and ethical guidelines to evaluate how organizations can implement responsible and compliant AI systems.

BDI 350 Data Structure and Algorithms – 3 Credit Hours

This course provides a comprehensive understanding of the fundamental concepts that underpin efficient software development. Students will learn how to design, implement, and analyze data structures and algorithms to solve computational problems effectively. Key topics include arrays, linked lists, stacks, queues, trees, graphs, hash tables, and sorting and searching algorithms.

CYBERSECURITY & DIGITAL FORENSICS

CDF 310 Introduction to Information Security – 3 Credit Hours

This course introduces the fundamental principles and practices of information security. Topics include security concepts, risk management, cryptography, network protection, and incident response. Students will gain a foundation for understanding threats, vulnerabilities, and strategies to safeguard digital assets.

CDF 320 Cybersecurity Techniques – 3 Credit Hours

This course examines the tools, methods, and best practices used to protect information systems. Topics include intrusion detection, malware analysis, firewalls, encryption, and penetration testing. Emphasis is placed on the application of cybersecurity techniques to prevent, detect, and respond to attacks. Agile practices are applied through iterative lab exercises and progressive security solution design. Students will use artificial intelligence tools to support threat detection, analysis, and response.

CDF 330 Legal and Ethical Framework – 3 Credit Hours

This course explores the legal, ethical, and regulatory aspects of cybersecurity and digital forensics. Students will analyze data privacy laws, intellectual property, cybercrime legislation, and global regulatory standards. Ethical decision-making and professional responsibilities in the cybersecurity field are emphasized.

CDF 340 Cybersecurity and Emerging Technologies – 3 Credit Hours

This course addresses the impact of emerging technologies on cybersecurity. Topics include artificial intelligence, blockchain, cloud computing, and the Internet of Things (IoT). Students will evaluate new opportunities and challenges associated with securing next-generation systems and infrastructures.

CDF 350 Cybersecurity Fundamentals – 3 Credit Hours

This course introduces the essential principles and practices of cybersecurity. Students will examine threats, vulnerabilities, and basic defense mechanisms used to secure information systems. Topics include network security, encryption, authentication, access control, malware, and incident response. Practical exercises and case studies will highlight how organizations protect digital assets and ensure confidentiality, integrity, and availability of information. The course provides a strong foundation for advanced studies in cybersecurity and digital forensics.

SOFTWARE DEVELOPMENT & TESTING

SDT 310 Business Architecture and Process Modeling – 3 Credit Hours

This course focuses on the definition, design, and implementation of effective business processes. Topics include process modeling, business process reengineering, event identification and response, process diagramming and validation, and the alignment of conceptual models with implementation practices.

SDT 320 Effective Software Testing Methodologies – 3 Credit Hours

This course examines the principles and practices of software testing. Students will learn about test environments, test planning, execution, analysis, and reporting. Additional topics include test design, risk analysis, defect tracking, acceptance testing, and the role of testers in managing software quality.

SDT 330 Logical Database Design – 3 Credit Hours
This course develops the knowledge and skills required to design data models and information bases that support business needs. Topics include entity relationship modeling, normalization and de-normalization, recursive relationships, entity life history analysis, and business event identification. The course also compares object-oriented and traditional approaches to database modeling.

SDT 340 Advanced Quality Assurance Methodology – 3 Credit Hours
This course introduces advanced principles and techniques of software quality assurance. Topics include QA frameworks, software development life cycles, test stages, test data creation, and specialized testing methodologies. Emphasis is placed on ensuring software quality through systematic validation and verification practices.

SDT 350 IT Automation with Python – 3 Credit Hours
This course teaches students how to use Python programming to automate common IT tasks and streamline workflows. Learners will explore how automation improves efficiency in system administration, cloud management, and network operations. Key topics include Python scripting fundamentals, file and process management, API integration, data parsing, and automating tasks across operating systems.

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THANK YOU

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