

# 2024 – 2025 College Catalog

American Islamic College

## OUR MISSION

To be a fully accredited university that will serve the diverse American Muslim community and the nation as a whole in perpetuity; to offer rigorous and professionally sound programs that prepare students to take up educational, leadership, and policy-making roles in American society; to serve as a resource for American institutions and individuals seeking academically anchored and culturally competent knowledge about Islam and Muslims.

## OUR VISION

Welcoming students of all faiths and backgrounds, American Islamic College (AIC) is a Chicago-based institution of higher learning grounded in Islamic values and steeped in Islam's rich and diverse intellectual and cultural traditions. AIC promotes appreciation for the scope and richness of Islamic history and civilization both in and beyond the classroom by means of significant research, impactful teaching, and informative public events highlighting Islam's

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## STATEMENT ON EDUCATIONAL INTEGRITY

American Islamic College is committed to providing its students with a healthy and intellectually vibrant academic environment where their voices and thoughts are respected. Every student has the right to access ideas, share their thoughts, and pursue their academic goals without being subject to discrimination or intimidation. AIC is dedicated to building an encouraging atmosphere that strength-ens confidence, promotes analytical thinking, nourishes the spirit, and inspires further learning.

## ADMISSIONS, POLICIES, & ACADEMIC AFFAIRS

American Islamic College is pleased to review all ap-plications submitted for its undergraduate and graduate programs. The Admissions Committee considers each applicant in a spirit of fairness and equality and so does not discriminate on the basis of religion, race, gender, age,

AIC's Institutional code for SAT is 1031

AIC's Institutional code for ACT is 0999

The admission requirements for the undergraduate program include proof of graduation (official transcripts) from an accredited high school, or a passing grade on the General Educational Development (GED) test. College credits, diplomas earned at the secondary or post-secondary levels outside of the United States must be evaluated by an approved transcript evaluation service. All NACES approved evaluation services are accepted. In addition, applicants must submit an original 500-word essay, which responds to a question about their goals and aspirations to complete the application, two letters of recommendation are required, at least one of which must be from a high school principal, counselor, or teacher. AIC offers a test-optional admissions policy for the undergraduate programs. This means that applicants may choose whether or not to submit standardized test scores (SAT or ACT) as part of their application.

As part of the admissions process, applicants may be required to participate in an interview. The interview serves as an opportunity for both the applicant and AIC to assess mutual compatibility and further understand the applicant's aspirations, achievements, and fit with our programs.

Transfer students seeking admission to the AIC are eligible to apply if they have achieved an overall college average of at least "C" or its equivalent and are in good academic standing. Applicants with an associate degree from an accredited junior or community college or with more than 50 semester hour credits from another college or university, which approximate the scope of the General Education Core, may not need to complete AIC's General Education Core requirements. Transfer students are admitted at the beginning of each semester. All transfer applicants are required to submit an official transcript of all college work completed in addition to the items listed in the application procedure process.

### Language Requirement

Undergraduate Applicants who are non-native speakers of in English, will be asked to take TOEFL, IELTS or Duolingo, if English was not the primary language of their previous academic program.

- x You received an A or B in an English Composition I or II course taken at a U.S. regionally accredited college or university

## Transfer Policy & Procedures

AIC welcomes students who already have some of their undergraduate education completed either within the United States or in other countries. Such students may transfer credits from recognized universities/colleges to AIC according to AIC's Transfer Credit Policy.

Transfer applicants should follow the standard admissions procedures found above, in addition to sending original transcripts of all college-level work. These transcripts will be evaluated and verified before the student is accepted for admission at AIC. Transfer students seeking admission at AIC are generally eligible to apply if they have achieved an overall college average of at least 2.0 GPA or its equivalent and are in good academic standing; exceptional instances are considered on a case-by-case basis. Transfer students are admitted at the beginning of each semester.

Students coming from non-accredited, traditional institutions specializing in Islamic Theology and Law may be given credit for specific subjects based on the level of comparability between courses taken and courses offered at AIC. An official syllabus must be submitted for any such course that is being considered for credit transfer. In some cases, students may be asked to demonstrate competence in a specific subject area by taking an exam administered by a presiding faculty member at AIC.

All courses taken at recognized academic institutions outside the United States and Canada will typically be subject to review and verification by a foreign credential evaluation service recognized and approved by NACES. Students may also be required to submit the course description and syllabus (translated into English by a professional service) for any course they wish to have credited toward their AIC degree. These documents will be submitted as part of the transfer application and will be assessed at the joint discretion of the Faculty Director of the respective academic program, Director of Admissions, and the Vice President for Academic Affairs.

Credit Transfer Request forms can be obtained from the Registrar or downloaded from the website, [www.aicusa.edu/student-life/forms](http://www.aicusa.edu/student-life/forms).

### Specific Guidelines for Undergraduate Students Seeking to Transfer Credit:

As noted above, AIC will accept baccalaureate-level credits from accredited US and Canadian colleges/universities and/or from accredited 2-year post-secondary institutions. Applicants with an Associate of Arts degree from an accredited junior or community college, or with more than 36 credit hours from another college or university, may not need to complete all of AIC's General Education Core requirements. This will be assessed on a case-by-case basis.

For undergraduate transfer applicants, the Director of Undergraduate Studies, in consultation with the Director of Admissions and the VPAA, will assess the credit transfer request by obtaining the course number, course title, course description, number of credits, course syllabus,

and grade achieved by the student. The information should be sent directly from the institution where the courses took place. The Director of Undergraduate Studies will then submit a formal recommendation to the Vice President for Academic Affairs for credit transfer approval.

Only courses with a grade of C or higher will be applied to the student's major, but the grades will not be factored into the student's AIC grade point average

If a student has repeated a course, then the most recent or higher grade will be used for credit review.

Transferable courses or test credit (e.g. AP) may be applied to the general education requirements and/or to the degree program (major) requirements.

All transfer credit taken at other institutions while the student is concurrently enrolled at AIC is similarly subject to approval. Students must get written approval from their academic advisor or the AIC VPAA's office prior to enrolling.

The minimum number of credit hours required for an AIC BA is one hundred twenty (120) Of those, at least thirty (30) credit hours must be taken at AIC to graduate with an AIC BA All other degree requirement course distributions apply (see "Undergraduate Programs" under Academics).In addition, at least 18 of the AIC credit hours (6 subject-area courses) must be from the courses (core or elective) listed in the student's major degree program unless a special waiver has been granted by the Vice President for Academic Affairs. In exceptional cases where transcripts are unavailable or in a form that is not acceptable to the College's standards, students may apply for "Credit by Examination" through the office of AIC's Vice President for Academic Affairs. Details for such exams are provided above

## AP Credit

Freshmen and transfer students entering AIC will be awarded AIC course credit in the amounts indicated below provided official AP score reports are submitted to the office of admission prior to enrolling at AIC.

5	extremely well qualified
4	well qualified
3	qualified
2	possibly qualified
1	no recommendation

Title	Minimum Score	Credit
Biology	3	4
Statistics	3	3
Economics	3	3
English	4	3
Physics	3	4
Political Science	3	3
Psychology	3	3

## Home-Schooled Students

Home-schooled students intending on enrolling in the BA in Islamic Studies program are required to submit the following:

A completed BA in Islamic Studies Application Form with the \$25 processing fee.

Official high school transcripts or GED.

Official college transcripts (if applicable).

Two letters of recommendation, one of which can be from a parent/teacher.

Official SAT or ACT score report.

An essay of no less than 500 words, submitted with Admissions application, which addresses the following question: "Why do you want to major in Islamic Studies at AIC?"

## SecondDegree Students

Students who have previously completed a baccalaureate degree and wish to pursue an additional baccalaureate degree at AIC will follow the standard application procedure for transfer students. Admitted students may be exempted from completing the general core requirements unless they are pertinent to the major or serve as a prerequisite. Second-degree students must complete a minimum of 36 credits in the second degree program at AIC in order to complete their degree program.

## GRADUATE ADMISSIONS PROCEDURES & REQUIREMENTS

1. A completed Graduate School Application Form with the \$35 processing fee.
2. An official copy of your BA (or both BA and MA) transcript(s) from an accredited institution (hand-delivered but sealed copies of official transcripts are acceptable).
3. Either a writing sample based on one of your previous classes or an original essay of no less than 1000 words, describing your interests, aspirations, and previous background in this field (this should be submitted with your online application).
4. Two letters of recommendation from professors or employers who have direct knowledge of your academic ability and potential.

AIC's DI Code for GRE is 3576

AIC's Institutional Code for MAT is 2874

The admission requirements for all Master-level programs include proof of graduation (official transcripts) from an accredited undergraduate or graduate program. In addition, applicants must submit an original 1000-word essay, which responds to a question about their goals and aspirations posed annually by the admissions office. Two letters of recommendation are required, where at least one is from a college professor from their undergraduate or graduate program. Applicants to the Master-level program will be expected to have a minimum GPA of 2.75 from the completion of their undergraduate studies or a 3.00 from their graduate studies. Additionally, the required personal essay, letters of recommendation, a supplementary and optional personal interview might also be used in the final determination of full or probationary acceptance.

Applicants for the Master of Divinity in Islamic studies program may be given “advanced-standing,” if they have a Master of Arts degree in Islamic studies. An applicant for the Graduate Program may petition to receive graduate credit for courses taken at other accredited colleges and universities. Approval is dependent upon the Graduate Admissions Committee and the Director of Islamic studies. For evaluation of transfer credit taken prior to admission to the American Islamic College, the student must indicate on the application for admission any graduate transfer credit he or she would like to have considered. No more than nine (9) semester hours from other universities may be accepted in transfer for the MA Degree. Students admitted to the American Islamic College Graduate Program may be allowed to enroll in select graduate courses at other accredited colleges or universities with the prior consultation and approval of the Director of Islamic studies. Such courses shall not exceed nine (9) semester hours and shall be selected to specifically correspond to courses that help meet the MA degree requirements. Only graduate courses can be transferred.

### Language Requirement

Graduate Applicants who are non-native speakers of in English, will be asked to take TOEFL, IELTS or Duolingo, if English was not the primary language of their previous academic program.



- x TOEFL: 80 (minimum score required: 65)
- x IELTS: 6.5 (minimum score required: 6.0)
- x Duolingo: 125 (minimum score required: 100) \*updated scores beginning Spring 2024

AIC reserves the right, at its sole discretion, to make exceptions to these proficiency requirements or waive the submission of official test results when evaluating a student's admission.

Applicants are not required to submit test results if they have any of the following:

- x Your SAT Evidence-Based Reading and Writing score is 560 or higher
- x Your ACT English score is 22 or higher
- x You received an A or B in an English Composition I or II course taken at a U.S. regionally accredited college or university

### Graduate Transfer Policy

AIC will accept graduate transfer credit from fully accredited US colleges/universities and college-level course credit earned at a fully accredited, baccalaureate US institution.

An applicant for the Graduate Program may petition to receive graduate credit for courses taken at other accredited colleges and universities. Approval is dependent upon the Admissions Committee. For evaluation of courses taken prior to admission to the American Islamic College, the student must indicate on the application for admission any graduate transfer credit he or she would like to have considered. No more than nine (9) semester hours from other universities may be transferred and so counted toward the MA Degree in Islamic Studies at AIC. Students admitted to the American Islamic College Graduate Program may be allowed to enroll in select graduate courses at other accredited colleges or universities with the prior consultation and approval of the Director of the Program. Such courses shall not exceed nine (9) semester credit

Courses taken at another institution while concurrently enrolled at AIC, must be approved prior to transferring the credit to AIC.

Credit by examination may be accepted after review.

Credit for prior learning may be considered. Please review the Prior Learning Policy.

Courses Not Accepted for Evaluation:

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required to interview with a member of the admissions committee to be granted provisional admission. Students who show promise but fall short of admissions standards will be provided appropriate academic and/or other support-services not to exceed one semester and shall demonstrate subsequent satisfactory academic progress. For provisional admission status, an applicant must, as a minimum:

1. Submit the completed application form with a non-refundable application fee of \$35.00
- 2.

American Islamic College awards partial tuition scholarships to students who demonstrate high academic performance. Students must maintain good academic standing in order for the scholarship to be renewed. Review of the student's academic standing occurs in January, annually. There is no separate application for the scholarship. Please indicate that you would like to be considered for the scholarship in your application.

If a student has been awarded the scholarship, then a letter will be issued outlining the details. Letters of scholarship renewal will be distributed every January.

Scholarships are available to both part-time and full-time undergraduate and graduate students.

The Ibn Khaldun Entrance-Year Scholarship

The Imam Warith Deen Mohammed Memorial Scholarship

The Elijah & Clara Muhammad Memorial Scholarship

AIC Work -Study Program

American Islamic College has limited part-time opportunities for AIC students. Priority

Graduate students at AIC in need of financial assistance to continue their coursework may apply for the **Graduate Student Assistant Fellowship**. The Graduate Student Assistant Fellowship is granted on a case by case basis. The tuition assistance is for **one semester** but may be renewable. The student is required to reapply each semester if their need persists. As a condition of the fellowship, the student will be required to complete a work-study arrangement matching their skill set with the needs of the college.

Typically GSA fellowships require 30 hours of service in exchange for tuition remission equivalent to one 3 credit course. Applications are accepted on a rolling basis.

For inquiries into the Graduate Student Assistant Fellowship, please contact the Student Support Services Coordinator at [smirza@aicusa.edu](mailto:smirza@aicusa.edu).

### Payment

American Islamic College expects all students to pay the year's tuition by the first week of class. Students who wish to pay tuition using the **monthly installment plan** should contact the registrar's office for further information.

American Islamic College is committed to an ethical policy that stipulates that admissions, recruitment, financial aid and scholarship procedures will be performed with equity and fairness.

### Refund Policy

Non-attendance in a course does not constitute official withdrawal. Students who are registered in a course and yet fail to attend are held responsible both academically and financially for that course. Refunds are given only when the student officially withdraws with the knowledge and permission of the Registrar's Office. The following schedule is applied to registration costs (both credit and audit) and tuition-fees only. All fees and room charges are non-refundable.

#### For a 15-week semester

First day: Full refund

First week: 85%

Second week: 50%

Third week: 30%

Beyond the third week: No refund

#### For a 5-week intensive course

First day: Full refund

End of first week: 75%

End of second week: 25%

Third week and beyond: No refund

The refund policy does not pertain to Title IV funds institutional scholarships or financial aid.

## Student Financial Responsibility

Students are responsible for their financial obligations to the College.

Students must register during the registration period to ensure proper billing and/or administration of financial assistance and scholarship awards.

Students must make their semester payments at the beginning of each semester or in accordance with payment plans issued by the College.

Students must have all documentation submitted in a timely fashion to the Registrar's Office to ensure timely disbursement of scholarships and financial assistance, evidence of registration, and file completion. Students should keep their most up-to-date billing address on file. Please notify the Registrar's Office of any address changes. Changes can also be made via Populi, the online student information system. Students must immediately notify the Registrar's Office of any course or College withdrawal. Failure to do so, will result in financial consequences.

## Past Debt

The Illinois Student Debt Assistance Act (110 ILCS 66/30) states:

Past-due debt policy.

(a) Beginning with the 2023-2024 academic year, each institution of higher education shall adopt a policy that outlines the process by which a current or former student may obtain a transcript or diploma that has been withheld from the student because the student owes a debt. At a minimum, the policy must include:

(1) a reasonable process for the verification of conditions a current or former student may demonstrate to receive an exemption pursuant to Section 15 of this Act; and

(2) identification of the point at which a student may be subject to a transcript, diploma, or registration hold, including the time frames and amounts for which the holds are to be used and the lowest amount of debt at which the institution will assign debt to a third-party collection agency.

The College and the student will work together to create a reasonable and doable repayment plan to assist students who are in debt to the College for completed courses.

If after 6 months of failed attempts to secure payment and a minimum debt of \$500, the College will send what is past due to a third-party collection agency. The past due debt may not be reported to any credit reporting agencies or used against that student in a credit report or credit score.

## Complaint

Students may file a complaint with the registrar at [registrar@aicusa.edu](mailto:registrar@aicusa.edu) or with the Illinois Attorney General Student Loan Ombudsperson by completing an online form at [www.illinoisattorneygeneral.gov](http://www.illinoisattorneygeneral.gov).

## Physical or Financial Hardship Withdrawal Policy

In compliance with the Illinois Student Debt Assistance Act, students may appeal for physical or

and billing. Students will receive communication regarding the outcome or any requests for further information within three weeks of submission.

### Ineligibility

This appeal only pertains to students who are enrolled from the start of the term and until after the withdrawal period.

The appeal is ineligible if a student drops or withdraws before or within the appropriate





College policy:

Each student is assigned a unique username and password to log into the College's learning management system (currently Populi) where they are also required to upload a recent photo of themselves. Students are required to provide complete and accurate information during the identification verification process, such as providing their government-issued photo ID and partaking in video conferencing during the admissions process.

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Faculty members teaching courses through distance education methods hold the primary responsibility for ensuring students' adherence to the College's identity verification policy. Given the challenges associated with verifying students' identities in distance education, faculty members are encouraged to design courses with assignments and assessments that support academic integrity.

The Vice President for Academic Affairs is responsible for ensuring that faculty members are informed about this policy and that the college remains in compliance with it.

All methods of verifying student identity must protect the privacy of student information in accordance with the Family Educational Rights and Privacy Act (FERPA) and any other applicable laws or regulations regarding the confidentiality of personally identifiable information, and the College's Privacy Policy. Please see the College's policies on FERPA, Student and Academic Records, and Personal Id1 (s)-1 (e)4 n512 -5 (p)- tAtnefact BMCiBDC 0 t.

**Auditor:** An auditor is a student who attends a course not for -credit but for personal enhancement. Students who desire to audit a course must file with the Registrar's Office before registration. The auditor must be granted approval from the instructor.

**Examinations and Evaluation:** The type and frequency of examinations and overall evaluation

Visit [www.aicusa.edu/academics/academic-affairs/registration/credit-hour-policy](http://www.aicusa.edu/academics/academic-affairs/registration/credit-hour-policy) to view policy demonstration.

## Undergraduate Student Standing

Year	Credits
Senior	Min. 89
Junior	60-88
Sophomore	29-59
Freshman	0-28

## Academic Records

Grade Reports and Transcripts: Grades are reported on Populi, the online administrative/student information system. Transcripts issued to students will be marked “student copy.” Official transcripts are available at a charge of \$25 per transcript. Transcript requests should be made through Populi or on the transcript request form available in the Office of the Registrar.

## Student Records

AIC maintains access to student records in conformity with the Family Educational Rights and Privacy Act of 1974, and will not transmit any student records to third parties without authorization in writing from the ly Educranhe a Ri a-i-vacn t(t)-2 ( a)4 i0 (d w)2 (i)2ao,16 ((s)-ec)4 elc70.56 35

This policy establishes guidelines for the provision of unofficial/official transcripts to current and former students of American Islamic College (AIC) who owe a debt to the institution.

## Provision of Transcripts

AIC acknowledges the importance of providing access to academic records to students and alumni, regardless of their circumstances. Therefore, the institution shall provide unofficial/official transcripts to current and former students upon request, even if the student (or former student) in question owes a debt to the institution.

## Conditions for Provision of Transcripts

The provision of unofficial/official transcripts shall not be conditioned on the payment of any debt, other than the standard fee charged for the provision of transcripts as approved by the AIC's fee schedule.

## Fees and Treatment of Requests

AIC will not charge a higher fee or provide less favorable treatment to requests for unofficial/official transcripts due to a student owing a debt. The fee for obtaining an unofficial/official transcript shall be uniform and consistent for all students, as specified in the AIC's fee schedule.

## Procedure for Requesting Official Transcripts

Students or alumni requesting official transcripts should submit their request through AIC's current online Student Management System (currently Populi), specifying the format and delivery method. Requests will be processed promptly in compliance with this policy. Unofficial transcripts are available to students on their Populi account.

## Review and Revision

This policy shall be reviewed annually to ensure compliance with state regulations and institutional best practices. Any necessary revisions shall be approved by VPAA and duly communicated to the campus community.

## Implementation

This policy shall be effective immediately and shall be communicated to students, faculty, and staff through email and posts on Populi.

## Student Rights under FERPA

1. **The Right to Inspect Education Records** Students have the right to inspect and review education records within 45 days of the day that the college receives the request. Requests to inspect education records shall be in writing and directed to AIC Registrar's office. Any such requests shall identify the records the student wishes to inspect.
2. **The Right to Request Amendment of Education Records** Students have the right to

Directory Information may include, but is not limited to, information such as the student's name, addresses (including email addresses), telephone number, date of birth, major, year of school, dates of attendance at the college, full or part-time status, participation in officially recognized activities and sports, weight and height of members of athletic teams, photographs, videos depicting and/or concerning college life, degrees and awards received, and previous educational institution(s) attended.

## Personal Identifiable Information (PII)

- x Personal identifiable information is defined as,
- x Full Name
- x Birthdate
- x Social Security Number (SSN), passport number, driver's license number, taxpayer identification number, patient identification number, financial account number, or credit card number
- x Personal address information: street address, or email address
- x Personal telephone numbers
- x Personal characteristics: photographic images
- x Information identifying personally owned property: VIN number or title number
- x Asset information: Internet Protocol (IP) or Media Access Control (MAC) addresses that consistently link to a particular person

Such data is collected for admissions procedures, financial aid applications, and for the student learning management system. Records are confidential and secure as demonstrated by AIC's adopted FERPA policies. See **Student Records** for more information.

## Confidentiality of Student Records & Information

American Islamic College has strict confidentiality policy and respects students' private and academic information. No student may access another's file. Students must display their student ID when request-ing access to their student files. AIC will not share any information (personal or academic) about the student without the student's wi tudeill not sipl ant syssshiJj2tm[2 BDC 0.27tt.92 ashiJj2tm



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A course in which a grade of 'F' is earned may be repeated only once. A student may retake any course, once, if they received a final grade of C, D, or F. When a course is repeated, only the higher grade is computed in the grade point average.

Credit can be earned only once for a given course. If a grade of 'F' is earned in a required course, it must be repeated. It is the student's responsibility for finding out whether a course is required in their program. An Incomplete course cannot be repeated. The student must obtain written approval for Repeating a Course from the appropriate program director. The approval form must be submitted to the Registrar for processing.

### Policy on Incompletes

Students who receive Incomplete grades must complete their work by the deadline indicated on the Academic Calendar. Failure to meet deadlines will result in the assignment of an "F" grade for the course.

A grade of "I" may be assigned when a student has completed and passed a majority of the work required for the course with a grade of C or better. However, due to unforeseen circumstances, if a student cannot complete the full course, then the student can present their case to the instructor in writing. This must be done one week prior to the final week of classes. The instructor will decide upon a grade of "I" although they are under no obligation to grant the student an "I." If the instructor decides to take the case, then they will have to assess the percentage of the remaining work in relation to what is left to complete the course, in order to determine the letter grade of "I". A student cannot re-enroll in the same course later to complete an "I" grade. See the Policy on Repeating a Course.

Requests for an extension of a deadline for completion of an "I" grade are subject to the instructor's approval. The student must submit the completed Extension Form to the Instructor for their signature. The instructor must indicate on the form the extended deadline. The instructor may extend the deadline for up to a maximum of two semesters. If the instructor signs the form, then the student must submit it to the Registrar's Office for processing. If the extended deadline is met, then the instructor will change the grade accordingly. The instructor will have to submit this change within 2 weeks. If the student does not meet the extended deadline, then an assignment of an "F" grade will result, automatically.

A student can only have two "I" grades on their transcript. There is no credit for an "I" grade.

Students who will be graduating must meet all deadlines in order to graduate.

### Add/Drop, W, WP, WF Policy

## Add/Drop

Students may “Add/Drop” courses to their schedule within the allotted “Add/Drop” period. The “Add/Drop” period is indicated on the Academic calendar; it is typically after the first two weeks (equivalent to about 6-8 credit hours) of classes. The Add/Drop form must be submitted to the Registrar’s Office for processing.

## W Period

Students may withdraw from courses after the “Add/Drop” period has passed. The last day to “Withdraw” from a course is indicated on the Academic calendar, and is typically at the midterm in the ninth week of the semester. Students must complete the Add/Drop form, indicating a “Withdrawal” and having it signed by their instructor or academic advisor. The form must be, then, submitted to the Registrar’s Office for processing. A grade of “W” (withdrawn from course) will appear on the student’s transcript.

## WP/WF Period

Students wishing to “Withdraw” after the “Withdrawal” period must submit a completed Add/Drop form, indicating a “Withdrawal.” The student will receive either a “WP” (withdrawn passing) or “WF” (withdrawn failing) as determined and assigned by the course instructor. The student must obtain the instructor’s and advisor’s signatures on the form. The instructor must indicate a grade of “WP” or “WF” on the form. Then, the student must have their academic advisor sign the form and submit it to the Registrar’s Office for processing. A grade of “WP” or “WF” will appear on the student’s transcript.

After the eleventh week, a student may only withdraw from a class for non-academic reasons. The student will have to submit in writing the reasons for withdrawal to their academic advisor. An appropriate course of action will be taken in cot6 34.08BT/P ~~MCID~~ lthein in cot6 348BT/P.he



If needed, a hearing will be scheduled within 15 days after notification is given to both parties.

A written decision is sent to both parties within 3 days of the hearing conclusion.

Both parties have 6 days to appeal the decision in writing to the Grade Appeals Committee.

The Grade Appeals Committee will review the petition and make a final decision.

### Credit by Examination

Any student in good standing in the College may receive credit for any AIC course for which they demonstrate superior achievement by passing an examination in the subject matter. A request must be filed with the VPAA. Students will be recommended to take an appropriate exam in any one of the 33 areas provided by the College Level Examination Program (CLEP) of the College Board. Credit may also be granted if the student completes a qualifying challenge exam with a grade of B or better in a subject area not available via CLEP. Students can receive credit by examination for up to 3 courses.

Native speakers of a language may not receive credit for any language course taken in their native language, unless their native proficiency is limited to an oral dialect. There is a \$40 fee for credit by examination.

### Grade Point Average

A minimum overall GPA of 2.0 must be maintained in the BA program for a student to remain in general “good standing”. Additionally, all students in the BA program are required to maintain a minimum cumulative GPA of 2.5 in their obligatory 15 course/49-credit hour Core Requirement in Islamic Studies. MA and MDiv students are required to maintain an overall GPA of 3.0 to remain in good standing and remain eligible for scholarship support. A student maintaining an overall GPA of 3.5 or above, and having no D or F grades on their records, may be nominated for honors by their academic advisors. Such honors will be noted on the official record.

### Graduate Degree Requirements

Graduate students must maintain an overall GPA of 3.0. Students are allowed no more than two grades of C. Upon receiving a third grade of C, students must retake the class in which the grade was received. Grades of D and F require that the course be retaken.

### Attendance



faculty member will retain a copy of the work-in-question together with a brief write-up to document the nature of the offense.

**Second Offense:**

## Commitment to Freedom of Academic & Intellectual Inquiry

American Islamic College (AIC) is committed to the freedom of academic inquiry and intellectual expression. Faculty and students are encouraged to research and seek knowledge outside the bounds of what is common as AIC believes such inquiry is the hallmark of education.

Only in the case that a proposal for an invited speaker or written work incites violence and hate, and causes members of the AIC campus to feel unsafe, does AIC reserve the right to respectfully decline such proposals. A topic that is controversial in nature does not apply. Where there is a fine





# ACADEMIC PROGRAMS

## COLLEGE WIDE LEARNING OUTCOMES

### Contextual Knowledge

- x Develop broad understanding of core knowledge in the natural, physical and social sciences, mathematics, humanities, history, and languages.
- x Demonstrate foundational and critical knowledge of Islam
- x Demonstrate an understanding of the diverse schools of thought in the Islamic tradition and their sources.
- x Demonstrate knowledge of Islamic history and the historical context of some important debates prevalent in Islamic thought
- x Develop general knowledge of other faith traditions and world-views
- x Show appreciation of Islamic art at a novice level

### Skills

- x Display creative and critical thinking skills:
- x analyzing issues in the historical and contemporary Islamic world, especially in the United States
- x formulating relevant questions and responding to those questions in a substantive way using evidence.
- x Develop the ability to communicate clearly and persuasively in various modes (aural and written) for various purposes and audiences.
- x Show basic quantitative and information technology Literacy
- x Develop the ability to continue life-long learning independently and collaboratively.

### Personal and Social Development

- x Develop skills for dialogical and constructive engagement with diversity, both inter- and intra-religious
- x

## BACHELOR OF ARTS IN ISLAMIC STUDIES

The Bachelor of Arts in Islamic Studies is a four-year sequence of instructional coursework that culminates in the Bachelor of Arts (BA) degree. The Islamic Studies component of the Program features content and pedagogy commensurate with the disciplines of Islamic and Religious Studies, Qur'anic and Hadith studies, Islamic legal theory, classical Islamic theology and philosophy,

## General Education Courses (50 Credits)

### English and Communications (12 Credits)

ENG 180 – Expository Writing	3 credits
ENG 181 – Critical Writing Methods	3 credits
ENG 201 – Communications	3 credits
ENG Elective (Select one)	
ENG 250 – American Literature	3 credits
ENG 251 – Muslim American Literature	3 credits

### Quantitative Analysis (3 Credits)

QUANT 101 – Quantitative Literacy	3 credits
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### Natural Sciences (8 Credits)

BIO 101 – Introduction to the Biological Sciences	4 credits
PHY 101 – Introduction to the Physical Sciences	4 credits

### Philosophy (3 Credits)

PHIL 101 – Introduction to Philosophy	3 credits
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### Social Sciences (12 Credits)\*

ANTH 101 – Introduction to Cultural Anthropology	3 credits
ECON 101 – Introduction to Economics ( B (H 1)-/Artifact BM1.86 )Tj3 0 Td( )Tj3 0 Td( )Tj3 0 Td( )Tj3 0	

## Core Courses

## BA Course Descriptions

### ARAB 101 – Elementary Arabic I 4 credits

This course is an introduction to the phonology and writing system of Arabic, its basic vocabulary and structure. Students will acquire the foundations of Arabic grammar and build their vocabulary directed to reading and simple conversation, such as greetings and simple expressions of needs.

### ARAB 102 – Elementary Arabic II 4 credits

This course is a continuation of the mastery of Arabic phonology, basic vocabulary and structure. Students will build their vocabulary and grammatical structures; emphasis will be placed on basic reading comprehension and sentence construction.

Prerequisite: Arabic 101, or equivalent.

### ARAB 201 – Intermediate Arabic I 4 credits

This course serves as an expansion and solidification of the student's understanding of the classical Arabic language, including its verbal system. Building upon the students' active vocabulary and structural understanding, this course equips students with the basic tools to read, grammatically analyze, and translate selected classical and contemporary texts, which will be taken from various genres of Arabic prose literature.

Prerequisite: Arabic 102, or equivalent course.

### ARAB 202 – Intermediate Arabic II 4 credits

This course aims to develop a more fluent command of classical Arabic structure by guiding students in the careful reading, analysis, and translation of a wide selection of texts.

This course traces the rise and development of the Islamic religious tradition from its formal beginnings in the 7th century to the middle of the thirteenth century, CE. Special attention is given to the pre-Islamic culture and economy of Arabia, the life of the Prophet Muhammad, the gradual (umma), the basic “pillars” of the Islamic religion (al- Muslims (al- , VO DUTLE and Spirituality (al- divide and other sectarian developments, the development and codification of the Islamic religious sciences, incl. Jurisprudence (al-fiqh), theology (al- the educational and social institutions of classical Islam, the scientific and philosophical achievements of classical Islamic civilization, and the major Muslim dynasties up to end of the Abbasids.

**IS 131 – History and Civilization 1100 CE to 1800 3 credits**

This course continues our undergraduate survey of the historical, political, religious, and intellectual developments in Islamic Civilization up to 1800.

Prerequisite: IS130, or equivalent.

**IS 132 – History and Civilization 1800 to Present 3 credits**

This course will examine the phenomenon of modernity and explore the varied contexts and ideas of Muslim thinkers who have responded to the ideals and realities of Modernity over the past two centuries.

Prerequisite: IS130, or equivalent.

**IS 201 – Introduction to Qur’anic Studies 3 credits**

In this course, we read and analyze the Qur’an (in English translation), with attention to the following topics: the revelation and its original contexts, the collection of the canonical text;

Qur’an recitation; structural, linguistic and literary features of the text; occasions of revelation and abrogation; major themes; law in the Qur’an; and introduction (t)-2 ()3 ( rmog1)3P AMCIr’lno2a re 366.3 ( rm3

justice, environmental stewardship, and personal development. Translations of both classical and modern texts related to Islamic spirituality will be studied and discussed in this course.

IS 301 – 7KH 6FLHQFHV RI +DG`WK FUHGLWV

This course introduces students to the history and methodology of the collection of the canonical

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deeds. Topics include the historical evolution of the collection a QG VWXG\ RI WKH KDG`WK

WHUPV RI KDG`WK VFLHQFHV WKH FDWHJRULHV RI KDG`WK

WKH VFLHQFH RI PHQ WKH UHODWLRQV KLS EHWZHHQ WKH I

FRQWUDGLFWLRQ ZLWK KHONKDG`WK QLWH

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IS 305 – Islamic Legal Reasoning a-



watch segments from several feature films, study the socio-political environment surrounding the period of each film, and draw conclusions on how the environment might have impacted the messaging of the film, and vice versa. Students will also discuss the impact World Cinema has had on Islam, Muslims and the world.

**IS 333 – Islam in America 3 credits**

This course traces the history of Islam in America, beginning with the historical records of African Muslims who were forcibly taken to the Americas as slaves and their enduring efforts to retain their culture, faith, language, and identity as Muslims. This course then explores the complex unfolding of African American Islam in its unique and varied manifestations, including the Moorish Science Temple and the Nation of Islam. We also study the waves of Muslim immigrants from the Middle

Students will engage in a social service organization where they can receive hands on training in a service field of their interest. All students must complete 120 hours of service at their field placement. Students will attend a 1-hour seminar each week to discuss their experience and draw upon the experiences of their classmates.

conduct their everyday life through language, economy, family life and kinship, religion, and other

BIO 101 – Introduction to the Biological Sciences 4 credits

**PHIL 101 – Introduction to Philosophy 3 credits**

Through class discussion and student papers this course focuses on the nature of careful inquiry and some of the enduring philosophical questions of the ages. It examines the reasoning process and classical and contemporary problems in philosophy.

**PHY 101 – Introduction to the Physical Sciences 4 credits**

This course serves as an introduction to physical science for non-science majors. Selected topics in astronomy, chemistry, geology and physics are included. Emphasis is placed on understanding the fundamental principles of the physical sciences. It will also include a discussion of the limitations and potential applications of the physical sciences. This course requires laboratory work.

**POLS 101 – Introduction to U.S. Government**

**3 credits**

This course is concerned with government and politics in the United States, primarily at the national level, but some attention will be given to state and local government, particularly the nature of Illinois' Constitution. Students will examine the institutional rules and human behaviors that shape government, the operation of elections, the development of parties and interest groups, public opinion, and the functioning of Congress, the presidency, and the courts. An historic overview of the topics will shed light on how the current system has evolved.

**POLS 201-Comparative Political Systems 3 credits**

This course will introduce students to the major theoretical approaches in the comparative study of politics. The student will learn to apply these approaches to better understand the development and operation of government institutions, the policy-making process, political participation, economic structures and social change for both state and non-state actors. A comparative analysis of approaches to government in Muslim and non-Muslim societies will be explored.

**PSYC 101 – Introduction to Psychology 3 credits**

This course will discuss the scientific method, fundamental principles of sensory processes, learning and language, development, human development, adjustment, emotions and motivations and individual and group behavior.

**QUANT 101 – Quantitative Literacy 3 credits**

Quantitative Literacy focuses on the mathematical and algebraic methods needed to describe, analyze, and then respond to our world. Students will work with concept models including percents, ratios, formulas, variables, linear equations, and graphs set within the context of contemporary issues. The course will strengthen students' ability to read about, write about, and question health, societal, and economic issues. They will do this through solving application based problems, understanding the use of symbols, and applying various mathematical techniques needed to effectively use and manipulate quantitative information.

**RM 200 – Social Research Methods 3 credits**

This course is designed to offer a comprehensive and systematic treatment of the scientific method as it especially applies to the social sciences. Students will learn the relationship between theory, research and practice, and integrate research activity in an orderly framework. The varied stages of research will be explored, including the definition of the research problem, statement of the hypothesis, research design, measurement, data collection, data analysis and generalization.

**SOC 101 – Introduction to Sociology 3 credits**

In this course, students will learn about the role of society in human lives and the ways that and social forces influence human behavior.



IS 532 – Islamic Philosophy and Theology	3 credits
IS 535 – Advanced Qur’anic Studies	3 credits
IS 536 – Advanced Hadith Studies	3 credits
IS 540 – Islamic Jurisprudence (al-fiqh): Theory and Application	3 credits
IS 545 – Intra-Muslim Diversity and Dialogue	3 credits
IS 550 – Comparative Religion	3 credits
IS 555 – Special Topics	3 credits
IS 557 – Religious Studies: Theory and Method	3 credits
IS 559 –Thesis	3 credits

### MA Concentration in Islam and Global Studies

Select Any Four + Thesis

ARAB 302 – Advanced Arabic II	3 credits
IS 560 – History of Muslim-Christian Relations	3 credits
IS 561 – History of Muslim-Jewish Relations	3 credits
IS 565 – Islamic Political Thought	3 credits
IS 566 – Islam and the Media	3 credits
IS 570 – Islam and the African-American Experience	3 credits
IS 573 – Islam in Local Contexts: (Variable Regions)	3 credits
IS 575 – Contemporary Muslim Movements	3 credits
IS 576 – Islam and Religious Diversity	3 credits
IS 580 – Literature from the Muslim World	3 credits
IS 585 – Special Topics	3 credits
IS 589 –Thesis	3 credits





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IS 511 – Islamic Ethics and Spirituality 3 credits

This course introduces students to the study of ethics within a classical Islamic textual framework, philosophical writings, and other great works that approach the subject from a range of disciplines and perspectives.

IS 513 – Themes in Critical Theory and Islamic Thought

3 credits

This course introduces students to the study of ethics within a classical Islamic textual framework, philosophical writings, and other great works that approach the subject from a range of disciplines and perspectives.

IS 515 – Islam and Gender 3 credits

This course explores the construction of normative gender roles in classical Muslim sources as well as gendered practices in diverse Muslim societies. Muslim perspectives as interacting with the

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Muslim works in the field of Qur'anic Studies and will also probe the implications of Qur'anic interpretation.

Prerequisite: IS201 and IS 416 (equivalent or Consent of Instructor).

IS 536 – Advanced Hadith Studies 3 credits

This graduate level course assumes the foundation of IS202 or its equivalent. Students will delve more deeply into the sciences of hadith evaluation, the ways of resolving conflict or contradiction E H W Z H H Q K D G L W K WKUDDG L W K L R D Q G L W K M I X O D r e a s o n i n g a n d rulings. A wide array of contemporary Muslim and non-Muslim scholarship on hadith will be reviewed, evaluated, and critiqued.

Prerequisite: IS202, or equivalent or Consent of Instructor.

IS 540 – Islamic Jurisprudence (al-fiqh): Theory and Application 3 credits

This course focuses on Islamic juridical reasoning and rulings in the areas of both religious devotion and social transactions as inter-preted by the canonical schools of Islamic law. Students learn how human actions are legally considered and classified. Topics to be examined include the five pillars (obligatory religious practices) of Islam, Islamic finance and business law, inheritance law, and legal approaches specific to Muslim communities when they are religious minorities. The role of context and underlying intent of the law will also be covered. This area of study will provide students with a knowledge base to consider more complicated legal questions.

IS 545 – Intra-Muslim Diversity and Dialogue 3 credits

This course considers the diversity of interpretations and the emergence and character of various sectarian divisions within Islam. Early theological debates and the classics of Islamic heresiography will be explored, as will contemporary polemics and more ecumenical theological approaches. The importance of intra-Muslim cooperation and dialogue in a pluralistic w. ofmical

sociology, theology, cultural anthropology, etc. within the contemporary academic study of religion.

IS 559 – Thesis 3 credits 3 credits

The MA thesis should be a MLA or an APA-formatted paper summarizing the research the student has done under the supervision of a full-time faculty member of the Islamic Studies Program. This research should encompass subject matter related to the student's declared area of concentration in Islamic Theology. The faculty-mentor and student must agree on a research topic and thesis committee of three persons: the faculty research-mentor, and two additional faculty readers from

under study will vary each time this course is offered. For example, students may have the opportunity to study Islam and Muslim cultures in Africa, Central Asia, Iran, Turkey or South and Southeast Asia.

IS 575 – Contemporary Muslim Movements 3 credits

This course examines the contexts and ideas of Muslim thinkers and reformers since the late 19th century as well as their impact upon Muslim societies and Muslim minority communities in the fields of religion, politics, social theory, and economics. Students will learn about the dynamics of Muslim social movements, specific Islamization movements (both national and transnational), and examples of the transformation of Muslim societies occurring through individual acts of self-discipline and piety rather than en-gaging state power. Movements such as Wahhabism, Salafism, the Muslim Brotherhood, the Jamaat-i Islami, Muslim modernism/ liberalism, and the Turkish Nur communities may be among the movements discussed.

IS 576 – Islam and Religious Diversity 3 credits

This graduate seminar will explore key thinkers and historical moments that offer insights into the special question of what it means to live in a world of many faiths. Foundational texts, such as the Qur'an, Tafsir literature, and Hadith traditions, will be explored as essential elements of Islamic theologies of religious diversity, which will then move into the study of specific historical and/or contemporary thinkers and contexts.

IS 580 – Literature from the Muslim World 3 credits

This course may cover varying content supporting the study (in English translation or in original languages) of literatures from specific languages such as Arabic, Persian, Turkish, or Urdu. It may also be taught thematically or as a survey covering themes in classical or contemporary literature produced by Muslims.

IS 585 – Special Topics 3 credits

## MASTER OF DIVINITY IN ISLAMIC STUDIES

The Master of Divinity in Islamic Studies, which composes our Muslim Chaplaincy Program, is a 72 credit degree program designed specifically for students who wish to become professional and credentialed Muslim leaders, spiritual caregivers, or chaplains. AIC's MDIV curriculum in Islamic Studies lays the groundwork for learning the foundational Islamic knowledge that equips students with training in fields—such as religious history, theology, scriptural studies, Islamic spiritual counseling, and ethics of professional practice—that parallel for Muslim chaplains much of the seminary or rabbinical school training that many future chaplains from other traditions undergo as part of their spiritual formation and preparation to serve as faith representatives in public settings. Our Muslim Chaplaincy Program curriculum also fulfills national standards for equivalencies in religious training and leadership set by the Board of Chaplaincy Certification, should Muslim chaplaincy students seek this form of certification in the future. Additionally, AIC's Muslim

### Additional Islamic Studies Requirements (15 credits minimum)

MDIV students are required to take at least one additional course in each of the following five subject areas: 1) Ethics & Spirituality (Sufism), 2) Qur'anic Studies, 3) Hadith Studies, 4) Islamic Theology, and 5) Islamic History

Sample Courses include:

IS 516 – Advanced Arabic II	3 credits
IS 531 – Islamic Mysticism (Sufism)	3 credits
IS 535 – Advanced Qur'anic Studies	3 credits
IS 536 – Advanced Hadith Studies	3 credits
IS 540 – Islamic Jurisprudence (al-fiqh): Theory and Application	3 credits
IS 545 – Intra-12 72qu(fiq)2	

Of the 72 credit hours required for the MDIV degree, the total number of credits that must be taken in Residence at AIC is 57. The maximum number of credits that can be taken and transferred from other institutions is thus 15, equivalent to five courses.

### Learning Outcomes for Master of Divinity in Islamic Studies

1. To demonstrate foundational and critical knowledge of the Islamic tradition as relevant to Muslim chaplains by:
  - x Knowing scriptures, authoritative texts, history, traditions, and practices of Islam.
  - x Relating one's tradition to public issues which intersect with faith
  - x Engaging the Islamic tradition analytically and contextually
  - x Demonstrating proficiency in aspects of Muslim life related to ritual practice and

## MDiv Course Descriptions

### ENG 500 –Academic Writing and Research Methods

3 credits

Designed for students who do not have a strong background in Humanities research and academic writing, this special course serves to teach graduate students to conduct research and write research-





up the core qualities and gifts of young people; educating and, if necessary, mediating with parents so that they can better understand the world in which their children are living.

and discussed in a respectful manner that promotes tolerance and focuses upon “best practices” within each tradition.