Admission Policy
for Bachelor and Diploma programs
General Information
The University of Sharjah admits academically qualified and morally sound students irrespective to their nationality, color, gender, religion or disability. Admission to all programs is highly competitive. Early admission may be granted to students with strong scholastic high school record.
Early admission increases a student’s chances of securing a place in the major of his/her choice (Except medical colleges), since there is considerable competition and seats are limited in a number of University programs.
Applicants who submit completed application forms with all the required documents to the Admission Department by the specified deadlines shall be notified on their results in the dates noted on the website http://www.sharjah.ac.ae/.

General Admission Requirements
All applicants must satisfy the following basic admission requirements:
(1) Completion of secondary education or an equivalent level with the required average no earlier than three years prior to joining the University. Applicants to the College of Medicine and Dentistry need to have finished their secondary education no earlier than only one year.
(2) The applicant should not have been expelled from UoS or any other institution for academic or disciplinary reasons.
(3) The applicant should be medically, physically and mentally fit to be admitted to the university in accordance with desired major.
(4) Applicants should indicate their order of preference for majors on the application form.
(5) Applicants are accepted in different majors according to the student’s preference and her/his grade average and depending on the capacity of each college.
(6) Applicants should complete and submit the application form and required documents to the Admissions Department by the stated deadlines and pay the application fee of AED 300.
(7) Meeting the secondary education grade requirements as well as other admission requirements, and submitting the application, paying the application fees & receiving an ID number does not in any way mean that an applicant is admitted to the University. Students are required to pay a reservation fee after meeting specific criteria on a competitive basis, in accordance with University policy. Student reservation fees are non-refundable if the student withdraws or does not enroll in the University, and are applied toward tuition fees if the student enrolls in his/her program.
(8) Applicants to the Colleges of Medicine and Dentistry pay a 1500 AED fee for their applications to be considered as part of the admissions competitive process. This fee is non-refundable if the applicant is rejected.
* Student will not be issued an ID card or allowed to register in courses unless the admission file is complete.

Academic Qualifications
• A student applying to join the UoS must have completed her/his secondary education and has had at least 12 years of schooling prior to the date of application.
• The applicant should have graduated from a school licensed and recognized by the official education authority in the country of study. Certificates submitted must be authenticated by the Education Zone certified by the school and the Ministry of Education or the Education Zone certified copy of the secondary school certificates, with a grade script equivalent may be admitted upon meeting the following conditions:
• A minimum average of 70% )Literary Section( is required for applying to the following colleges: Shari’a & Islamic Studies, Arts Humanities and Social Sciences, Business Administration, Law, Fine Arts & Design, Communication.
• A minimum average of 75% (Scientific Section) for applying to the College of Sciences.
• A minimum average of 80% (Scientific Section) for applying to the Colleges of Engineering and Health Sciences.
• A minimum average of 85% (Scientific Section) for applying to the College of Pharmacy.
• A minimum average of 90% (Scientific Section) for applying to the College of Medicine.
• A minimum average of 60% (Scientific Section) is required for applying to science majors in the Community college.
• A minimum average of 60% (Literary or Scientific Section) is required for applying to literature majors in the Community College.
• A minimum average of 65% (Literary Section) is required for applying to Scientific majors in the Community College.
• Students holding a secondary school certificates that follows the educational system of Ministry of education in UAE or Abu Dhabi education council are able to apply to the available programs in the university, in accordance with the conditions and standards determined by the University.
Note: Fulfiling the above minimum average requirements does not guarantee admission to a program. These requirements represent a threshold for including the application in the competition pool.

Certificates of Technical Secondary Education or its Equivalent
Students who hold a Technical Secondary School Certificate from a recognized school may be admitted to an undergraduate program according to the following requirements:

<table>
<thead>
<tr>
<th>Study Track</th>
<th>College</th>
<th>Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sharia</td>
<td>Sharia and Islamic Studies</td>
<td>75%</td>
</tr>
<tr>
<td></td>
<td>Law</td>
<td></td>
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<tr>
<td></td>
<td>Arts Humanities and Social Sciences.</td>
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<td></td>
<td>(Except English language and Literature)</td>
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<tr>
<td>Business</td>
<td>Business – Business Administration or Public Administration</td>
<td>80%</td>
</tr>
<tr>
<td>Industrial</td>
<td>Engineering or Sciences</td>
<td>85%</td>
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<td></td>
<td>(According to their respective fields)</td>
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</tr>
<tr>
<td>Technical Institution</td>
<td>Engineering or Sciences</td>
<td>90%</td>
</tr>
<tr>
<td></td>
<td>(According to their respective fields)</td>
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</tbody>
</table>

Holders of Certificates of Secondary Education from a Foreign Country and/or System:
A. (High School Diploma) or its equivalent (The International Baccalaureate):
An applicant who holds a High School Diploma (American system) or its equivalent may be admitted upon meeting the following conditions:
• The student has completed 12 years of study.
• The certificate is recognized by the Ministry of Education in the UAE.
• The student must have studied 6 courses in the fields of Mathematics, Sciences, Social Studies, and Languages with English as the language of instruction.
• The Diploma study track (Literature or Science) is determined on the basis of the courses studied in the 12th year (two Science and one Mathematics subjects constitute a Science Track).
• Applicants to the Medical Colleges ( Medicine, Dentistry, and Pharmacy ) must have completed two courses of Biology, two courses of Chemistry, and at least one course in Physics in the last three years (G10,G11,G12) and attained a grade of (B) or higher in the 12th year in Biology or Chemistry.
• The UoS may award up to (12) credit hours for students who have successfully achieved a grade of (5) or higher in specific subjects of the IB Higher-Level Examination, and will be given substitute courses instead.

B. British Certificates (IGCSE, GCSE, GCE):
An applicant who holds a British certificate of secondary education may be admitted if he/she meets the following requirements:
• Has completed 12 years of study by the time she/he has finished secondary education and must provide proof thereof.
Admission Requirements for the Bridging Programs:

A student with a Diploma may seek to bridge toward a Bachelor degree in the same field. To qualify for admission the student must meet the following requirements:

1. General requirements:
   - The applicant must have obtained an academic diploma accredited by the Ministry of Higher Education and Scientific Research in the UAE.
   - The applicant must have completed an academic diploma in the same field. To qualify for admission the student must meet the following:
     - The highest seven grades obtained will be considered as follows:
       - A minimum grade of C in five O-Level subjects, and minimum grade of D in two AS-Level subjects or
       - A minimum grade of C in six D-Level subjects and a minimum grade of E in one A-Level subject
     - The courses should cover at least four areas of study: Mathematics, Sciences, Social Studies, Fine Arts & Design, and Languages.
     - For an applicant to be considered as a graduate of the Science Track she/he must have successfully studied at least two Science and one Mathematics subjects at O-Level and AS-Level or A-Level.
     - Applicants to the Colleges of Medicine, Dentistry, or Pharmacy must have taken Chemistry and Biology courses at the O-Level, AS-Level or A-Level and attained at least a minimum grade of B at the AS-Level or a C at the A-Level in one of these subjects.
     - The UoS may award up to (12) credits for students who have successfully achieved a grade of (C) or better in specific A-Level subjects, and will be given Substitute Courses instead.
   - Students scoring less than (5.0) on any IELTS skill must take the IEP program (IEP). The IEP consists of four levels: Foundation 1–Preparation level.
   - If the language of instruction of the diploma program is Arabic the applicant must study one semester and take 9 credit hours of prerequisite courses and attain a minimum of grade (C) in each and fulfill English language proficiency requirements & all other prerequisites before he/she can continue in the program.
   - Students who completed a three year diploma program from an institution other than Community College no earlier than three years when applying are eligible to apply to the bridging program in the same specialization, provided that the diploma is certified by the UAE Ministry of Higher Education and Scientific Research.

English Language Proficiency Requirements

Students (New, Transfer, Bridging) applying to an English language medium program must provide proof of English language proficiency as detailed below.

1. Take the English Placement test (Institutional TOEFL) administered at the UoS after paying the exam fee and obtain a score of 500 or higher.
2. Submit evidence that he/she had taken a recognized English proficiency test and attained a minimum score as follows: International TOEFL test with a score of (500) on the Paper-based (PBT), or (61) on the Internet-based test (IBT) or score (5.0) on the Academic IELTS test or (PTE) Academic test with a minimum score of 42, or the Emirates Standard Test (EmSAT) with a minimum score of 1225 (Students who scored less than 1400 will be registered in Listening and Speaking skills courses in the University).
3. International TOEFL or Academic IELTS certificates older than two years are not accepted, and the University does not accept any other English Language proficiency certificates from any other educational institution.
4. The certificates shall be authenticated by the English Language Center at UoS. Recipients of an IBT certificate shall attend an interview by representatives of the English Language Center.
5. If a student presents a certificate from outside the University and the score attained does not represent his/her true level of English, the University reserves the right to subject the student to an English language proficiency test at the University to determine his/her English language level.
6. Students who attain a score (500) or above in the TOEFL test or its equivalent are eligible to study at colleges directly.
7. Students who fail to attain a minimum score of (500) on the UoS TOEFL exam, (5.0) on the Academic IELTS exam must join the Intensive English Program (IEP). The IEP consists of four levels: Foundation 1– Preparation level. IEP students receive a 2025- hour course of class instruction.
8. Students scoring less than (5.0) on any IELTS skill must take the IEP courses that are relevant to that skill.
9. Students accepted in the Public Relations and Mass Communications tracks are required to obtain a score of at least (450) on the International TOEFL test or IBT (45) or Academic IELTS (4.5).
10. Students accepted in the colleges of Medicine, Dentistry, Pharmacy, and Health sciences are not allowed to register any courses taught in English without obtaining a score of (5.0) in each skill.
11. Students who had tested and scored (4.5) on the IELTS or (450) on the TOEFL tests may be admitted to the Diploma program in the Community College as first year students and take (12) credit hours in each regular semester in addition to (3) credit hours of intensive English under condition that they retake the exam and attain a score of (5.0) on the IELTS or (500) on the TOEFL tests within a year of admittance, otherwise they will be suspended from the University.
12. Students accepted in Diploma in Human Resource Management are required to obtain a score of at least (430) on the International TOEFL test or Academic IELTS (4).

Special Admissions Requirements

Further to fulfilling the University admissions prerequisites, the following programs require additional requirements.

1. College of Communication:
   - Applicants to the College of Communication are required to sit for a personal interview with College representatives before admission.

2. English Language and Literature Major:
   - Students who studied non-Arabic medium curricula are admitted to the Department of English Language and Literature in the College of Arts Humanities and Social Sciences, after passing the Arabic Language Exam and personal interview.
3. College of Engineering:
Students admitted to the College of Engineering programs are required to take a placement examination in mathematics and physics. Students who pass the placement exam can study these modules. Students who fail to attain the passing score on a subject are required to take and pass a remedial course in that subject to guarantee their mastery of basic skills and improve their ability to handle the rigor of college level subjects.

4. College of Business Administration:
Students accepted to the College of Business are admitted to the General Business program. After completing 36 credit hours of study in the General Business program, 18 of which are College requirements, students may continue in one of the college majors subject to satisfying the major-specific requirements.

5. College of Medicine and Dentistry:
A. The Criteria for entering the Competition of the Medicine and Dentistry Colleges:
• All students applying to the Medicine and Dentistry Colleges will be subject to further selection criteria based on academic competition amongst applicants depending on the regulations of the University.
• Students have to pay an amount of 1500 AED to enter the competition process, this amount is non-refundable in any case (acceptance, non-acceptance, withdrawal, or non-attendance.). In case of acceptance, the fee is considered first installment of tuition fees.
B. Confirmation of Admission for Medicine and Dentistry Colleges:
• All new students accepted in Medicine and Dentistry Colleges should pay the tuition fees within a maximum period of one week after notification.
• Students who do not enroll for the semester in which they were admitted will be denied admission to the University and will not receive a refund of any fees paid.
C. Minimum requirements to promote to the First Year of the Bachelor of Medicine and Surgery or Bachelor of Dental Surgery.
In order for a student of these programs to be promoted to Year One she/he must
- successfully complete the foundation Year
- attain a minimum cumulative GPA of (2.5)
- attain a minimum cumulative GPA of (2.5) in Chemistry and Biology and their respective labs, and
In addition, this is provided that places are available in the first year of the two programs.

Requirements for Transfer for all programs except the Colleges of Medicine and Dentistry
The University Admission Office accepts a student’s application to transfer from any other university accredited by the Ministry of Higher Education & Scientific Research, provided that the student fulfills the following conditions:
1. The applicant should have successfully completed at least two semesters or one whole year in a recognized university and his/her academic average should not be less than Good or 2.50 points out of 4.00 points.
2. She/he should meet the university’s admission criteria and the special requirements of the college to which she/he is to transfer.
3. Students transferring from other universities, community colleges or institutes of higher education shall not benefit from their academic record if they have discontinued their studies for a period of four regular semesters or more.
4. There are available places in the college to which she/he is transferring.
5. The university from which the student is transferring must require full-time attendance and the transferring student should not have been expelled from the University of Sharjah or any other educational institution for academic or disciplinary reasons.
6. The College Council may, upon the recommendation of the Department, accept the transfer of credits for all or some of the courses that the student has completed successfully, on condition that his final grade in any of them is not less than (C+).
7. Grades or averages that a student has received in the accepted courses for transfer will not be counted while calculating the student’s CGPA at the University.
8. No credit for courses taken by a new student at the University shall count if he/she has already taken them at another university, community college, or institute of higher education from which he/she has obtained a certificate.
9. The maximum number of credit hours that can be transferred from another recognized university within the framework of the study plan applicable to the student at the University of Sharjah shall not exceed 60 credit hours in all Colleges except the Colleges of Engineering, Health Sciences and Pharmacy where the maximum number shall not exceed 70 credit hours, noting that the transferred hours should not exceed 50% of the hours required to complete the degree requirements.

Important General Notes:
1. Students shall fill in the application form personally, and be responsible for the accuracy of the information filled therein. Incomplete applications will not be considered.
2. Students are responsible for completing all admission procedures by the specified deadlines, in accordance with the instructions of the Admissions Office as announced in the academic calendar. The University is not responsible for applications not completed by students on time, which might reflect negatively on their enrollment at the University. All students are required to visit the University's website (www.sharjah.ac.ae) to learn about the dates and locations of the admission exams, TOEFL test, and personal interviews as well as to see their results.
3. Reservation seat fees are non-refundable if the student withdraws or does not enroll in the University, and are applied toward tuition fees if the student enrolls in his/her program.
4. Admission is granted for the semester to which the student is applying. A student's admission will be cancelled if the student does not enroll in the same semester as when the application has been submitted.
5. New students are permitted to postpone admission for a maximum of one semester for all programs with the exception of College of Fine Arts and Design for which they may postpone admission for one year after paying the required fees and submitting all required forms to the Admission Office.
6. Paragraph (5) applies for all the University programs except for programs in the Colleges of Medicine and Dentistry, which do not allow postponement of admission.
7. The University does not accept the submission of the original High School Certificate. Students are required to provide copies certified by the proper authorities.
8. All documents submitted for admission to the University are considered the property of the University. Students are not permitted to request any documents from their personal file once submitted to a staff member.
9. The University is not responsible for scholarship applications. Students are required to contact sponsors on their own.
10. Applications received after the admission period will not be considered.
11. The University reserves the right to increase the fees every year.
12. Students Shall Abide by All Other University Requirements.