



Committed to Excellence

KIMEP UNIVERSITY

ACADEMIC CATALOG
Fall 2012



DISCLAIMER

KIMEP University is putting this Section of the Catalog as an addendum to the Catalog of 2012-13 Academic Year which covers only the academic part and is applicable only for Fall 2012 Semester. New Catalog for the Academic Part for Spring and Summer 2013 will be prepared and posted soon based on the GOSO 2011 and by incorporating all the requirements of our new Licenses and program requirements.

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PART V

ACADEMIC COMPONENTS OF DEGREE PROGRAMS

LANGUAGE CENTER

BANG COLLEGE OF BUSINESS

COLLEGE OF SOCIAL SCIENCE

DEPARTMENT OF GENERAL EDUCATION

THE SCHOOL OF LAW

RESEARCH CENTERS

UNDERGRADUATE COURSE DESCRIPTIONS

GRADUATE COURSES DESCRIPTION



LANGUAGE CENTER

ADMINISTRATION

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Statement of Purpose

The Language Center at KIMEP University delivers high quality language courses for undergraduate and graduate students that assist them in fully and effectively participating in their degree programs. The Center also offers three academic programs aimed at enriching opportunities for KIMEP students to encounter courses in the Humanities.

Mission

The mission of the Language Center is for all students to acquire the key language skills: the ability to listen effectively and understand the meaning of an oral communication, to speak fluently and to communicate clearly and concisely in a given language, to be able to express ideas in correct written format and to be able to read and comprehend university-level texts. In addition, the Language Center aims to integrate high-order analytical and critical thinking skills in all its courses and to provide students with a firm orientation in university study so as to enable them to be successful learners.

Profile

Since the inception of KIMEP in 1992, English has been the language of instruction. The Language Center has therefore always played a dominant role in KIMEP academics. At present the Language Center has a core staff of local and foreign language professionals. In addition, with support from the Soros Foundation, the British Council and TACIS, the Language Center has accumulated a rich and well utilized library of teaching resources. The Language Center now has over 1,250 titles from American and British publishers. In addition to running all-important English courses for both undergraduates and graduates at KIMEP, the Language Center also runs a Master of Arts in

Teaching English to Speakers of Other Languages (MA in TESOL). This is useful not only for teachers of English but also for developing excellence in the teaching of any foreign or second language.

FOUNDATION ENGLISH

English at KIMEP

One of the reasons students work hard at KIMEP is that all courses, with the exception of Kazakh and a few other courses, are taught in English. Students quickly learn that a basic knowledge of English is insufficient because the English used in the classroom is academic English. Academic English is different from general English in many significant ways. Because of this, the Language Center conducts a number of courses in English for Academic Purposes to help students succeed in their studies. Every student must participate in some or all of these courses and receive a passing grade.

English Requirements for Admission

As part of the admission process, students must take an English proficiency test. Usually students will take the KIMEP Entrance English Test (KEET), which is administered by KIMEP. To qualify for admission, students must achieve the required score on the KEET or an equivalent test.

New students who have been exempted from the entrance test (KEET) and who do not have a valid TOEFL or IELTS certificate must take a placement test prior to the start of classes. It is the student's responsibility to find out when this test can be taken. The Advising Office in the Language Center can provide information about testing.

Foundation English Courses

Upon admission to KIMEP, undergraduate students are placed in an English course according to their level of proficiency. This level is ascertained by reference to the KIMEP English Entrance Test (KEET) or an equivalent instrument, such as a TOEFL or IELTS score. In the Foundation English phase, there are five levels of English, each requiring a total of 300 learning hours. The total number of courses that a student needs to complete will depend on his/her proficiency in English.

The Foundation English courses are as follows:

Code	Name of Course	Level of Proficiency	Duration in learning hours	Prerequisite
ENG0001	Foundation English Level 1	Elementary	300 hours	Required score for admission to KIMEP
ENG0002	Foundation English Level 2	Pre-intermediate	300 hours	ENG0001 (or requisite KEET)
ENG0003	Foundation English Level 3	Pre-intermediate to Intermediate	300 hours	ENG0002 (or requisite KEET)
ENG0004	Foundation English Level 4	Intermediate to Upper Intermediate	300 hours	ENG0003 or requisite KEET)
ENG0005	Foundation English Level 5	Upper Intermediate	300 hours	ENG0004 (or requisite KEET)

Confirmation of Level (Verification Test)

Although the KEET (or equivalent) is used as the primary reference for placement, new students will receive an assessment on the first day of class in order to confirm their suitability to the level in which they have been placed. This verification test is compulsory for all newly admitted students. After due consultation and the approval of the Language Center Director, an instructor may advise a student to move to a higher or a lower level. All such moves are exclusively in the interests of the student. Students may refuse to move to a higher or lower level but will be required to sign a document in which they take full responsibility for their decision.

Once students have been placed in Foundation English, they should proceed through the required levels. It is not possible to skip a level.

Aims of the Foundation English Courses

These courses are KIMEP students' first encounter with university study. The purpose of the courses is, therefore, twofold:

- To offer intensive practice in the use of English in all four skill areas (speaking, listening, reading and writing).
- To guide students from the outset in the acquisition of effective study methods, sound academic skills, higher-order thinking and problem-solving, and critical thinking.

Classes are strongly learner-centered and task-based. Great emphasis is placed on encouraging students to

take responsibility for their learning and to realize the crucial importance of diligent study habits both in and outside the classroom. Assessment is continuous and feedback is constructive and frequent.

Course Duration

Each Foundation English course requires 300 learning hours, including class contact time, homework, individual and group projects, library and Internet research, independent study and other tasks.

Courses offered in the fall and spring semesters run for a half-semester. At the end of the 6-7 week course a final result is issued and students can then move up to the next level (either a Foundation English course or the first two courses in English for Academic Purposes) or repeat the course. Courses are planned in such a way that it is possible to take an English course in both half-semesters (i.e. both before and after the mid-semester break). The Language Center Advising Coordinator is available to assist students in making appropriate choices.

Students who pass Foundation English level 5 in the first half of a semester can take Academic Speaking (GEN 1100) and Academic Reading and Writing 1 (GEN 1120) in the second half of the semester.

Concurrent Study

Students may enroll in the 1-credit Life Security course concurrently with any Foundation English course. In other cases concurrent enrollment is permitted only within the following guidelines:

Code	Students may take concurrently:
ENG0001	Only Life Security
ENG0002	Only Life Security
ENG0003	1-3 credits taught in Russian or Kazakh
ENG0004	1-3 credits taught in Russian or Kazakh
ENG0005	1-3 credits in any medium of instruction

No exceptions to the above table will be considered. Students should refer to the General Education section for any restrictions that might apply to courses that can be taken concurrently with ENG0005.

Final Results

Students do not receive a letter grade for Foundation English courses. Instead they receive either a Pass or a Fail. The grade of "I" (incomplete) does not apply to Foundation English. In the event of a Fail, the student must repeat the course. KIMEP's policy on grade appeal applies equally to Foundation English courses.

Foundation English and Academic English in Summer 2

All five levels of Foundation English are offered in Summer 2. However, Academic English courses are not offered in Summer 2. Students whose results in the verification test indicate that they can be exempted from Foundation English should note that it will not be possible to take Academic English until the Fall Semester. They may choose to remain in Foundation English Level 5 or to take a General Education course in Summer 2.

ACADEMIC ENGLISH

After completing (or being exempted from) Foundation English, students proceed to four courses in Academic English. Each course is worth three credits. Details and regulations can be found in the General Education section of this catalog.

The following four Academic English courses are required:

GEN1100	Academic Speaking
GEN1120	Academic Reading and Writing I
GEN1110	Academic Listening and Note Taking
GEN1121	Academic Reading and Writing II

Academic Reading and Writing II is not offered in the Summer 1 or Summer 2 semesters. No Academic English courses are offered in Summer 2.

KAZAKH LANGUAGE AND CULTURE

The Kazakh Language unit attaches great importance to the courses it offers both because they are a legal requirement and because students see them as an important part of the curriculum. For this reason the Language Center offers not only courses in Kazakh language from beginner level but also courses that offer insights into Kazakh culture, history and traditions.

Because Kazakh is the state language, all undergraduate students (including international students) are required to take two courses (six credits) of Kazakh language.

Only one Kazakh language course is permitted per semester. No Kazakh languages courses are offered in Summer 2.

Students will be given a diagnostic test in the first week to determine their level of proficiency and to ensure that they have registered for an appropriate course. Placement is determined by diagnostic tests, interviews and consultations.

Because of differences in curriculum requirements, students who started their studies in Fall 2007, or thereafter, receive three credits for a Kazakh course, but pre-Fall 2007 students receive only two credits per course.

The following courses are offered:

Beginning Kazakh, Elementary Kazakh 1 and Elementary Kazakh 2 are intended for students who begin with no knowledge or minimal knowledge of Kazakh. These courses are not for students who went to school in Kazakhstan.

Intermediate Kazakh 1 and Intermediate Kazakh 2 are intended for students who have an intermediate-level of fluency in spoken Kazakh. These courses are aimed at students who took Kazakh as a second language at school.

Business Kazakh 1, Business Kazakh 2, Kazakh Language and Culture, Business Correspondence in Kazakh, and Public Speaking in Kazakh are intended for students who can speak Kazakh fluently and who wish to develop their Kazakh to a professional level.

MODERN LANGUAGE COURSES

The Modern Languages unit offers students an opportunity to learn a varied selection of modern languages. Beginner-level courses establish a sound foundation in these languages, enabling students to understand simple spoken and written forms used in everyday situations and to develop basic communication skills. An academic and critical thinking component is included in these courses, aimed at encouraging research on the countries where these languages are spoken, thereby also promoting cross-cultural understanding and respect. Elementary- to intermediate-level courses are also offered for certain languages. Advanced-level business communication in Russian is also on the schedule.

Students can take one or more of these courses as part of their General Education course requirements or as free electives. Depending on demand, instruction is available in French, Spanish, German, Japanese, Chinese, Korean, Turkish and Russian. Each of these courses is worth 3 credits.

ADVISING OFFICE and STUDENT SUPPORT

In line with its commitment to strong support for students and their success as learners, the Language Center has an Advising Office to which students are encouraged to turn for help in any of the following areas:

- Understanding of course or program requirements
- Communication issues
- Study or learning problems
- Study skills
- Difficulties in meeting course requirements
- Adapting to KIMEP and an international curriculum
- Understanding the meaning of learning hours, as opposed to class contact hours
- Developing a good independent study program
- Taking responsibility for learning

- Becoming an independent learner
- Applications for credit transfers (from Kazakhstani and international universities)
- Applications for exemptions and waivers
- The dates of verification and placement tests

The Language Center's team of advisers will provide support for students themselves or refer students to the appropriate unit at KIMEP, such as the Language Center's own Studio for Academic Writing and Study Center or another department at KIMEP. Students will be guided in making the right choice.

Where to go?

If students are in need of advice about studies in any courses offered by the Language Center or unsure where to go for help, they are always welcome to approach the Language Center Advising Coordinator or her team. They are here to provide expert and constructive support and, where appropriate, will handle matters in a confidential manner.

Office: Room 226, Dostyk Building
E-mail: lcadvising@kimep.kz

STUDY CENTER and STUDIO FOR ACADEMIC WRITING

The Study Center and Studio for Academic Writing were established by the Language Center in order to help students to improve their language skills and to achieve better results in courses and programs offered at KIMEP. It is open to all students, from those enrolled in Foundation English to Master's and Doctoral level courses.

The Study Center is a place where students can find many multimedia resources and materials to help them improve all aspects of their language learning and other studies. The Center works very closely with Language Center instructors and supports students by making language materials and resources available. All listening materials are installed on the computers and this makes it possible to listen to lectures or assignments and to take notes at the same time. If students want to improve their listening skills, they can listen to audio files and simultaneously read the transcript to make sure they follow what the readers are saying. Students can work on their writing skills,

develop reading skills, revise grammar, increase vocabulary, improve pronunciation and record their speeches in English or other languages using software programs or tape-recorders. In addition, KIMEP students can take advantage of reference books and recordings they need for their classes, and the Center provides 18 computer stations for students to complete these assignments.

The Studio for Academic Writing provides tutorials in a one-to-one setting. Student writers may make a single visit to the Studio or visit on a regular basis. Tutors in the Studio acknowledge the uniqueness of each writer and provide non-evaluative, immediate feedback. The tutor's goal in working on a specific paper with a student is to help develop his/her critical thinking skills. Tutors often ask questions to help students find their own answers, and such interactions encourage students to do as much talking as the tutor or more. Anxieties about writing are reduced by helpful coaching, positive reinforcement, and friendly listening. Studio tutors are coaches, not teachers. Tutors do not evaluate students in any way because the tutor's role is to help students, not to lecture at them or repeat information available from the teacher or textbook. To accomplish this, tutors offer reader-feedback, suggest revision strategies, diagnose writing problems, discuss course readings, and help students gain a perspective on their writing. The needs of a student writer always come first. The starting point of every tutorial is to find out what that particular student needs or wants. To set the agenda for the tutorial, tutors may ask about a student's present situation, class requirements, past writing history, general composing habits, approaches to learning, attitudes, motivation, and whatever else is needed to determine how the tutor and student might proceed. Both experimentation and practice are encouraged. The Studio is a place where students try out new forms of organization and support. Removed from the evaluative setting of a classroom, writers are free to engage in "trial runs" of ideas and approaches, and to receive informal encouragement for their efforts. This trying-out fosters creativity in the form of talk, and through writing. In conclusion, the Studio is for students at all levels of writing proficiency. We tutor students who are highly competent and those who consider themselves inexperienced. Students visiting the Studio are enrolled in a variety of courses at KIMEP and all are welcome, free of charge, Monday

through Friday (both drop-in sessions and fixed appointments are 30-45 minutes long).

The Study Center and Studio work closely with other programs to assist in writing assignments across the KIMEP curriculum. A similar support service is offered for Kazakh language studies. Details are available from the Study Center (Room 208, Dostyk Building) and the Studio for Academic Writing (Room 211, Dostyk Building).

Writing across the Curriculum

The KIMEP Language Center endorses Writing Across the Curriculum (WAC) to foster certain habits of mind that are both intellectual and practical so that students meet with success in their courses. Through the use of writing as a tool of both exploration and evaluation, of both student understanding and faculty evaluation, instructors in Language Center courses use writing assignments to promote:

- Curiosity – the desire to know more about the content of academic courses
- Openness – the willingness to consider new ways of behaving and thinking in the world
- Engagement – a sense of investment and involvement in the process of learning
- Creativity – the ability to use novel approaches for generating, investigating, and representing ideas
- Persistence – the ability to sustain interest in and attention to short- and long-term projects
- Responsibility – the ability to consider the needs of a reader and to revise to communicate accordingly
- Flexibility – the ability to adapt communication to situations, expectations, or demands
- Meta-cognition – the ability to reflect on one's own thinking as well as on the individual and culture processes used to structure knowledge

Therefore, the Center's faculty use writing as a teaching method, often in response to the close reading of texts. The practice of writing develops students' abilities to make sense of course materials and relevant issues in

the fields of applied linguistics, literature, and academic writing/reading/speaking/listening. Students should expect frequent writing assignments designed to clarify and deepen understanding of course content.

LANGUAGE CLUBS

English Club

The English Club promotes English as a language of communication and provides the KIMEP community and general public with opportunities to enhance and share English-related interests through various events and programs. The English Club holds its meetings on a regular basis and introduces various topics so that the participants can increase their confidence in using English, make lasting new friendships with English-speaking and local club participants, learn about international cultures, and participate in educational, cultural, and social activities. Students are welcome to join the club at any time and enjoy the activities, meet new people, and practice their English.

Kazakh Club

The Kazakh Club offers various kinds of activities to assist learners of Kazakh in enlarging their vocabulary and practicing their communication skills. The club provides a wide range of information about Kazakh culture, customs and traditions and enables its members to become acquainted with Kazakh literature. The club's regular meetings involve not only class activities, but also trips to different places of interest both in the city and in the countryside. Anyone can join the Kazakh Club and enjoy the famous Kazakh hospitality and at the same time enhance his/her understanding of the Kazakh language.

Russian Club

The Russian Club is a joint project of two KIMEP units: the Language Center and the International Relations Office. It assists international regular and exchange students as well as international faculty and staff in learning the Russian language through various cultural programs and linguistic activities. The local KIMEP community is also welcome to join the club to help international Russian learners acquire and practice Russian and share their cultural experiences.

German Club

The German Club promotes German customs and culture, and offers opportunities for good fellowship—"Gemutlichkeit". German Club members meet regularly to discuss aspects of German culture, improve language skills, and plan German Club events. The German Club offers informal contacts with other students in German as well as German exchange students on campus through such activities as movies, forums, and social gatherings. KIMEP students and staff are welcome to join the club, enjoy a friendly German atmosphere, meet new people and speak German in an informal setting.

UNDERGRADUATE ACADEMIC MINORS

The Language Center offers two academic minors for undergraduate students who would like to extend their studies into areas of language study or the Humanities:

Literary Studies

Translation and Interpreting

Each minor requires five three-credit courses (15 credits in total). A choice of electives is available.

LITERARY STUDIES: READING WORLD CULTURE THROUGH LITERATURE

Courses in the Literary Studies minor are designed to provide interested students with opportunities to explore and compare how cultures and cultural issues are represented in literature and film. Selections will have an international dimension with a view to knowing the world through reading and at times can be read in Russian and other languages.

In addition, all the courses will feature a "writing like authors" approach that offers frequent opportunities for creative writing assignments and projects.

Courses will be structured around a theme of contemporary interest that is multi-disciplinary and will change along with reading selections each year. Readings will be chosen, often as complementary "pairs," to mirror differing world views, to encourage debate and argumentation and to provide areas for research.

Once students have completed the introductory course, they can select courses related to their major discipline, such as economics, law, journalism, and politics — or simply take courses as electives. Course themes are deliberately open-ended, often provocative, and promote communities within the classroom where the assumptions of society can be examined and alternatives for a changing world considered.

Courses for the Literary Studies Minor

Students will complete the course from Group A, plus any four courses from Group B, to fulfill a 15-credit requirement. Students may also take courses as electives after finishing the required introductory course or certain General Education courses.

Group A: Required Course for Minor	
LIT 2101	Windows to the World: Self, Other, and Text
Group B: Choose any four courses. (Refer to the course descriptions for prerequisites.)	
LIT 3101	From Text to Film
LIT 3201	Literature, Economics and Society
LIT 3202	Under Construction: Narratives of Cultural Identity and Gender
LIT 4101	Colonialism, Imperialism and Literature
LIT 4102	Law and Literature
LIT 4103	The World Stage: Power and Politics in Shakespeare and Other Bards

TRANSLATION AND INTERPRETING

This undergraduate Minor has two core courses: TRN2101, which is a prerequisite for all other courses in the Minor, and TRN4103, which is a senior project. Students complete the Minor by combining the two core courses at the beginning and end of their studies with three elective courses in the middle. All courses are evaluated by a combination of continuous assessment and final examination.

Translation and interpretation are essential in our globalized world. Because smart employers know this, KIMEP graduates have always been in high demand for their English-language skills. The

Minor in Translation and Interpreting is designed to complement the various academic majors at KIMEP by providing students with specialized training that will be useful throughout their academic and subsequent professional careers. Students in the Minor receive a thorough grounding in the theory and practice of translation, including:

- translation history
- translation theory
- professional terminology
- grammatical analysis
- textual analysis
- vocabulary building
- systematic research
- team-work

Students who choose the elective in interpreting (oral translation) will be introduced to the basic theory and practice of consecutive and simultaneous interpreting in a variety of professional contexts.

Students begin the Minor by taking the TRN 2101 Introduction to Translation course. To qualify, a student must have completed (or tested out of) all five Foundation-level English courses. The student must also demonstrate a certain level of proficiency in Russian. Subject to approval by the program team leader, students who do not speak Russian but who are proficient in Kazakh or another Central Asian or European language may also qualify. A student must earn a minimum grade of “B” in TRN 2101 before moving on to third- and fourth-level electives. All students complete the Minor with TRN 4103, a senior translation project which they develop in consultation with their instructors or with the program team leader.

All translation courses except the senior project are also open to students who are not pursuing a Minor. For a third-level translation course, the prerequisite is proficiency in a non-English language as outlined above, plus completion of the Academic Speaking (GEN1100) and Academic Reading and Writing I (GEN1120) courses. For a fourth-level (topics in translation or interpreting) course, the prerequisite is proficiency in a non-English language plus completion of all four Academic English courses.

Courses in the Minor in Translation and Interpreting

The Minor in Translation and Interpreting requires the two courses in Group A, plus any three courses from Group B to complete 15 credits.	
Group A: Required Courses for Minor	
TRN 2101	Introduction to Translation
TRN 4103	Senior Project in Translation
Group B: Choose any three courses. (TRN 2101 is a prerequisite for these courses.)	
TRN 3101	Introduction to Interpreting
TRN 3201	Commercial Translation
TRN 3202	Legal Translation
TRN 3203	Translation from Informational Media
TRN 4101	Topics in Translation
TRN 4102	Topics in Interpreting

GRADUATE ENGLISH REQUIREMENTS

English Requirements for Admission

As part of the KIMEP admission process, applicants write the KIMEP English Entrance Test (KEET). Their results in the KEET are used for initial placement. Students with higher proficiency levels in English are admitted directly to their program. (For specific requirements, refer to the sections dealing with particular programs.)

Students who obtain less than 60% in the KEET will be placed into the Foundation Phase. The primary goals of this phase include not merely the development of English language competence to a level that sustains study at master's level, but also the improvement of study and organizational skills, critical and analytical thinking, and other skills that contribute to successful university study at an advanced level.

Each Graduate Foundation English (GFE) course, except ENG5205 for MBA students, takes 600 learning hours, including class study, homework, individual and group projects, library and Internet research, independent study and other tasks. GFE courses are not available during the summer. Courses are defined in learning hours because students are expected to combine classroom interaction and

learning with substantial time spent on work and study outside the class.

Students in the Foundation Phase are placed in a Graduate Foundation English course according to their KEET score. Two levels of Graduate Foundation English are offered:

1. Graduate Foundation English Level B—for those with a KEET score of 40-49%
2. Graduate Foundation English Level A—for those with a KEET score of 50-59%

Placement in a GFE level is checked on the **first day** of classes. A verification test is administered in order to check the accuracy of the placement. It is compulsory for all new students to take this test. The results of the test will lead to one of three possible outcomes:

1. Confirmation of the placement—the student remains in the assigned course.
2. Transfer to a lower level—this decision is mandatory.
3. Transfer to a higher level—this decision is optional and the student may choose to remain in the level to which s/he was originally assigned.

Assessment is based on satisfactory attendance, completion of all course work and an exit test. Students must pass both the course work and the exit test in order to proceed to the next phase. A pass mark in GFE is a “B” or 73%. Students who encounter a serious problem in the last week will be eligible for an “I”. In the event of a fail (i.e. a “B–” or less), the student must repeat the course.

Graduate Foundation English for Programs in the College of Social Sciences, the School of Law and the Language Center

Students with less than 60% in the KEET are placed in the Foundation Phase. They may not take any other courses concurrently with GFE Levels B or A. No exceptions will be considered.

The Foundation English courses are as follows:

Code	Name of Course	Level of Proficiency	Duration	Prerequisite
ENG5104	Graduate Foundation English B	Upper Elementary to Pre-intermediate A2 on the CEF**	600 learning hours over a full semester	none
ENG5105	Graduate Foundation English A	Pre-intermediate to Intermediate B1 on the CEF**	600 learning hours over a full semester	ENG5104*

* *Appropriate KEET score or equivalent course*

** *Common European Framework*

Graduate Foundation English for the Bang College of Business

Students in the MBA follow the same GFE B course as other master's students if their KEET score is between 40 and 49%. They may not take any other courses concurrently with GFE B. After passing GFE B, MBA students proceed to GFE A (MBA).

The Foundation English courses are as follows:

Code	Name of Course	Level of Proficiency	Duration	Prerequisite
ENG5104	Graduate Foundation English B	Elementary to Pre-intermediate A2 on the CEF**	600 learning hours over a full semester	none
ENG5205	Graduate Foundation English A (MBA)	Pre-intermediate to Intermediate B1 (low) on the CEF**	300 learning hours over a full semester	ENG5104*

* *Appropriate KEET score or equivalent course*

** *Common European Framework*

Graduate English for Academic Purposes

Graduate programs may determine that some students need to take one or more courses in English for Academic Purposes. These are zero-credit courses. Four courses are offered:

- ENG5101 English Speaking and Listening 1
- ENG5102 English Reading and Writing 1
- ENG5201 English Speaking and Listening 2
- ENG5202 English Reading and Writing 2

GRADUATE DEGREE PROGRAM

MASTER OF ARTS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (MA in TESOL)

Statement of Purpose

This graduate degree program is a Master of Arts in Teaching English to Speakers of Other Languages. It prepares qualified educators of foreign languages. The program draws ideas from applied or educational linguistics. Students in the program are prepared for teaching more than just the English language because the theoretical basis and practical teaching practices apply to teaching all languages.

Learning Objectives

This set of curriculum objectives is based upon the 2003 TESOL/NCATE Program Standards with some revisions. By the completion of their studies, KIMEP MA in TESOL students will be able to:

1. **Describe Language and Language Development** — Candidates know, understand, and use concepts, theories, and research related to the nature and acquisition of English and other languages to construct educational settings that support foreign language students.
2. **Understand Cultural Influences in Instructional Settings** — Candidates understand and apply concepts, principles, theories, and research related to culture and cultural groups to construct learning environments that support students' home backgrounds, acquisition of written and spoken foreign languages and content-area achievement.
3. **Plan, Implement, and Manage Foreign Language Instruction** — Candidates know, understand, and use standards-based practices and strategies for planning, implementing, and managing instruction in English and other languages, including classroom organization, teaching strategies for developing and integrating reading and writing, and choosing and adapting classroom resources.
4. **Understand Instructional Assessments and Evaluation** — Candidates understand issues of assessment and use standards-based assessment measures with foreign language students.
5. **Serve as Professional Educators** — Candidates demonstrate knowledge of historical approaches to foreign language teaching. They maintain understanding of new instructional techniques, research results, and innovations in the foreign language teaching field, as well as public policy issues. Candidates use such information in collaboration with other colleagues to reflect upon and improve foreign language education and provide support and advocacy for foreign language adult students.

Admission Requirements

To be admitted to the MA in TESOL program, candidates must have:

- At least a bachelor's degree from a recognized university.
- An appropriate score on the KIMEP English Entrance Test (KEET) as prescribed by KIMEP for admission to graduate studies.

- An appropriate score on the MA in TESOL program written entrance exam.
- A demonstrated ability to read and write in graduate level English.
- Satisfactory performance in an oral interview

Students who have taken other tests, e.g., TOEFL or IELTS, require valid scores of at least 213 for computer-based TOEFL, 550 for the paper-based TOEFL, 80 for the online TOEFL or 6.5 for IELTS.

Degree Requirements

Requirements for the MA in TESOL are as follows:

Program Requirements	24
TESOL Electives	8
Internship / Practicum	3
Research Methods and Thesis	9
Total Required for Graduation	44

Program Requirements

The MA in TESOL program encompasses three major areas. One is theoretical, a second is research-oriented, and the third is practical. Excellence in teaching is based on unity among these three areas. The MA in TESOL program provides the academic background and practical experience for effective use of theory, research and teaching practices.

Required Courses:

Course Code	Course Title	Credits
TEL5101	Introduction to Linguistics	3
TEL5102	Introduction to Sociolinguistics	3
TEL5201	Language Analysis for Language Instructors: Formal and Functional Grammars	3
TEL5202	Language Analysis for Language Instructors: Grammar in Social, Cultural Contexts	3
TEL5301	Introduction to Second Language Acquisition	3
TEL5302	Second Language Acquisition Research	3
TEL5401	Methods in Language Teaching	2
TEL5403	Curriculum and Materials Design	2
TEL5404	Language Evaluation and Assessments	2

Internship :

TEL5402	Practicum	3
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Research methods:

TEL5601	Research Methods	3
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Thesis:

TEL5690	Thesis I	3
TEL5691	Thesis II	3

Electives:

Any four elective courses from below. Each is worth two credits.

TEL5501	English for Specific Purposes
TEL5502	Educational Technology in Language Classrooms
TEL5503	Teaching Writing and Reading
TEL5504	Teaching Listening and Speaking
TEL5506	Cross-cultural Aspects of Language Teaching
TEL5700	Seminar in Applied Linguistics

Program Plan

The following tables are a sample program of study to finish the MA in TESOL degree in two years.

1 st Year	Fall Semester		1 st Year	Spring Semester	
TEL5101	Introduction to Linguistics	3	TEL5102	Introduction to Sociolinguistics	3
TEL 5301	Introduction to SLA	3	TEL5302	Second Language Acquisition Research	3
TEL5401	Methods in Language Teaching	2	TEL5202	Language Analysis for Language Instructors: Grammar in Social, Cultural Contexts	3
TEL5201	Language Analysis for Language Instructors: Formal and Functional Grammars	3	TEL550x	Elective	2
Total		11	Total		11

One of the following (either/or):

1 st or 2 nd Year	Summer Semester	
(one course)		
TEL5403	Curriculum and Materials Design	2
TEL550x	Elective	2
	Total	2

2 nd Year	Fall Semester		2 nd Year	Spring Semester	
TEL5404	Language Evaluation and Assessment	2	TEL5690	Thesis I	3
TEL 5402	Practicum	3	TEL5691	Thesis II	3
TEL5601	Research Methods	3	TEL550x	Elective	2
TEL550X	Elective	2	TEL550x	Elective	2
	Total	12		Total	10

Total for program: 44 credits

BANG COLLEGE OF BUSINESS

ADMINISTRATION

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AREAS OF SPECIALIZATION

ACCOUNTING
FINANCE
MANAGEMENT
LEADERSHIP
HUMAN RESOURCE MANAGEMENT
MARKETING
TOURISM AND HOSPITALITY
OPERATIONS MANAGEMENT
INFORMATION SYSTEMS
COMPUTER APPLICATIONS
TAXATION
INTERNATIONAL BUSINESS

GENERAL INFORMATION

Dean's Statement

All leaders need innovative thinking. We continue to develop future leaders by providing world-class business education through our cutting-edge B.Sc., MBA, ExMBA and DBA programs. Further, we are aggressively pursuing our business accreditation to become an internationally renowned business college. In October 2010, the BCB became a member of the most prestigious American accreditation agency,

the Association to Advance Collegiate Schools of Business, AACSB International, and we are committed to achieve the accreditation. We have the highest proportion of faculty members with doctoral degrees from American and other foreign universities, who have decades of experience not only in teaching and research, but also in industry and innovation, and will add many more to our existing high-credentialed faculty. Our administrators and faculty strive for continuous improvement in curricula, pedagogy, facilities, community relationship, and shared governance. The BCB plans to have guest lecturers from the real-world in its classes, more internship, and intend to involve students in "Active learning". We have further strengthened our ExMBA program by revising its curriculum to be more application-oriented, and will be offering it in Astana and Atyrau in both the English and the Russian languages.

We respect diversity, not only of ethnicity, but also diversity in thinking, creativity and approach to solving problems. The Administration and faculty encourage and support students to communicate their new ideas, leverage their strengths and perspectives, explore diverse projects, work collaboratively towards a common goal, and apply critical analytical thinking and innovation at work. Our program managers and faculty are always willing to advise students pertaining to course and project selection, internship opportunities, and graduation requirements.

The Bang College of Business has the student-centered philosophy of teaching/learning and educates world-class business leaders.

Vision Statement

The Bang College of Business (BCB) vision is to be recognized as a world-class business college that is responsive to the needs of a diverse population of students and demands of the society.

Mission Statement

The Bang College of Business:

- Educates and prepares citizens from Kazakhstan and other countries to become knowledgeable, ethical, and competent business professionals, entrepreneurs, and leaders to work in national and international organizations, assume challenging roles and become lifelong learners.

- Promotes faculty and graduates, with diverse professional and research interests including a Central Asian focus, to contribute to the development and prosperity of Kazakhstan and the global economy.

Values

The Bang College of Business values:

- Share governance and transparency.
- Decision making based on consensus.
- Teamwork and collaboration among faculty, staff, and students.
- The contributions of each individual and our relationships with each other.
- The opportunity and desire for life-long learning.
- Innovation and continuous improvement in curriculum and pedagogy.
- The creation of knowledge and its dissemination to students, businesses and to the community at-large.

Statement of Purpose

The Bang College of Business offers quality business and management programs, prepares students to be committed professional and lifelong learners to contribute to and take leading positions in business and society. Theory and practice are linked together through teaching, scholarship, and service in order to benefit both students and the community.

Profile

The Bang College of Business has grown steadily since its inception in 1992. It currently has more than 2000 undergraduate students, 350 graduate students and 20 doctoral students.

The faculties are a well balanced mix of professors who are academically qualified (AQ) or who are professionally qualified (PQ). A core of highly qualified Kazakhstani faculty -- many with North American and European degrees -- is supplemented by more than 20 foreign faculties who bring a wealth of international experience and cross-cultural knowledge to the college's learning community. Only a few universities worldwide can match the Bang College of Business in terms of the diversity of the faculty, and opportunities for cross-cultural exposure.

Degree Programs at BCB

The Bang College of Business offers one undergraduate degree program with specializations in various business disciplines, two graduate Master's degree programs, and a Doctor of Business Administration (DBA). The degree programs are:

- Bachelor of Science in Business Administration and Accounting (BSc)
- Masters of Business Administration (MBA)
- Executive Masters of Business Administration (ExMBA)
- Doctor of Business Administration (DBA)

UNDERGRADUATE DEGREE PROGRAM

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION AND ACCOUNTING (BSc)

Statement of Purpose

The BSc program in Business Administration and Accounting prepares students to meet the diverse needs of the contemporary Kazakhstan and the worldwide employment markets. Upon graduation students will be able to compete with other highly qualified candidates in these markets. Furthermore, they will demonstrate a firm theoretical knowledge in their chosen areas of Finance, Accounting, Management, Human Resource Management, Leadership, Marketing, Tourism and Hospitality. In addition, students can choose minor areas such as Operations Management, Information Systems, Computer Applications, Taxation and International Business. By applying their skills and knowledge, BSc graduates will make significant contributions to the community in which they work, whether in business or in the public sector.

Mission Statement

The program's mission is to equip students with a strong foundation of business skills and knowledge, to develop their ability to apply this knowledge, and to enable them to transfer the knowledge to business and industry.

Program Learning Outcomes

The learning objectives of the BSc program are to develop a level of competency in the following areas:

1. Knowledge of core business practices;
2. An understanding of ethical issues and reasoning;
3. Good communication skills;
4. Critical thinking and analytical skills;
5. Global business environment knowledge;
6. Multicultural understanding of business environment;
7. Familiarity with business information technology.

BSc Curriculum

To earn a BSc degree, students must complete 129 credits as follows:

General Education Requirements	48
Required Business Core	45
Major or Business Electives	18
Internship	3
Minor and/or Free Electives	15
Total Required for Graduation	129

General Education Requirements

Students should choose the General Education courses with the assistance and advice of the academic advisers. The following are some guidelines for students in the BSc program.

English: All four required courses should be completed in the first year of study. Specifically students should enroll in two English courses in each of the first two semesters.

Mathematics: BSc students are encouraged to take GEN1201 Mathematics for Business and Economics. If this course is not taken as GE requirements, students will have to take them under free electives.

Information Technology: and GEN2301 Business Computer Applications. GEN1201 is a prerequisite for some required business core courses. If these courses are not taken as GE requirements, students will have to take them under free electives.

Personal Development: BSc students are encouraged to take GEN2402 Business Statistical Analysis. GEN2402 is a prerequisite for some required business core courses. If a student does not take the course as part of their GE requirement they will have to take it under free electives.

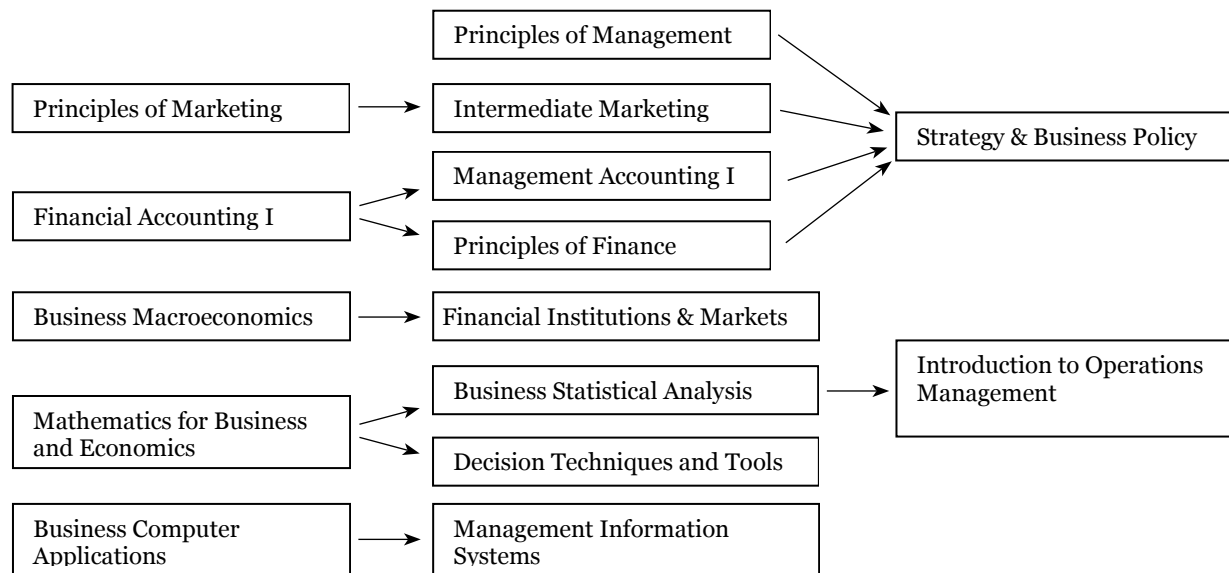
Philosophy and Ethics: BSc students are encouraged to take GEN2510 Principles of Ethics. If a student does not take this course as a GE requirement they will have to take it under free electives.

BSc program requirements

The following courses are required by all students in the BSc program. All courses are three credit courses for a total of 45 credits.

Course Code	Course Title
ACC2102	Financial Accounting I
ACC2201	Management Accounting I
FIN2105	Business Microeconomics
FIN2106	Business Macroeconomics
FIN3101	Financial Institutions and Markets
FIN3121	Principles of Finance
MGT3001	Principles of Management
MGT3201	Business Communications
LAW2202	Business Law
MGT4201	Strategy and Business Policy
MKT3130	Principles of Marketing
MKT3140	Intermediate Marketing
IFS 2203	Management Information Systems
OPM3011	Decision Techniques and Tools
OPM3131	Introduction to Operations Management

The following chart indicates the prerequisite sequence for the BSc required courses.



Choosing a Major or Minor

Students usually declare a major (and a minor) in the second or the third year of study. At the time of declaration, students can choose from any major or minor that is being offered. The Bang College of Business is responsive to changes in student interests, and there may be additional majors or minors available in the future. On the other hand, programs with low demand can also be suspended. Thus, when declaring a major or minor, the available options may be different from those stated in the catalog of the year of entry.

The Bang College of Business currently offers majors in seven functional areas of business and 12 minors. Majors are available in Accounting, Finance, Management, and Marketing. Minors are available in those disciplines as well as Computer Applications, Information Systems, Human Resource Management, Operations Management, Tourism and Hospitality Management, International Business, and Taxation. Minors offered by the College of Social Sciences and School of Law can also be taken by students in the BSc program.

Major and Minor Requirements

Each area sets the requirements for earning a major or minor. In addition to course requirements, some disciplines have Grade Point Average requirements that must be met in order to qualify for the major or minor. The requirements for a major or minor are

stated in the sections that list the course requirements for each discipline. In a few instances a course can be applied to more than one major/minor. A student cannot, however, use the same course in more than one major or minor; an approved substitute must be taken for one of the requirements.

Once a student declares a major or minor and enrolls in one or more of the required courses, KIMEP is committed to allowing the student to complete the program under the stated requirements. If major or minor requirements or course availability change before a student graduates, the program office center can assist in finding substitute courses or in arranging for independent study. As a matter of policy, students have the option of completing the major or minor based on the requirements that are current at the time of graduation. This choice is usually to the student's advantage but is not required.

The major and minor are independent of the General Education requirements and the college core requirements which are based on the requirements in the catalog of the year of entry.

No Major

A BSc student can also take courses across several business disciplines and graduate without a specified major. To graduate without a major a student must earn 18 credits (6 courses) from 3000 and 4000 level courses from any business area excluding the required

core courses. There is no exit criterion for graduating without a major other than a minimum overall GPA of 2.00. A student with no major can do an Internship in any functional area.

No Minor

There is no requirement to complete a minor. A BSc student who does not declare a minor can use the 15 credits for free electives.

Internship (or substitute)

All students are required to complete an internship or take an approved substitute course.

BUS4250	Internship
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The Internship requirement gives BSc students the opportunity to gain real world business experience and the chance to apply, in practical business contexts, the knowledge they have acquired during their course work.

To earn internship credit the student must have completed 90 credits of coursework and must register in BUS4250 prior to beginning the internship. It is recommended that the internship be completed during the summer between the third and the fourth years of study. It is, however, possible for students to satisfy this requirement during the fourth year.

The internship program consists of 160 hours of on-the-job learning. To prepare for the internship, students should contact the Career Services Center, which maintains information on firms offering internships. The Center can assist students in arranging their internship.

If a sufficient number of internships are not available, a student may take an internship substitute course. The substitute course must be an application-oriented course in the student's major and is subject to program office approval.

A student who has more than one major must do only one Internship (or substitute) in any major.

BSc Program Plan

The first year of the BSc program consists of general education foundation courses. All BSc students must continuously enroll in the English and Mathematics courses until all required courses are completed with a passing grade.

Ist Year			Ist Year		
Fall Semester			Spring Semester		
GEN1120	Academic Reading and Writing I	3	GEN1110	English Listening and Note Taking	3
GEN1100	Academic Speaking	3	GEN1121	Academic Reading and Writing II	3
GEN1000	History of Kazakhstan	3	GEN2301	Business Computer Applications	3
GEN1201	Mathematics for Business and Economics	3	GEN2402	Business Statistical Analysis	3
KAZ	Kazakh	3	KAZ	Kazakh	3
	Total	15		Total	15

With the exception of the Accounting courses, second years courses can be taken in any order. Each course can be taken in either fall or spring.

2 nd year			2 nd year		
Fall Semester			Spring Semester		
GE	General Education Elective	3	GEN2510	Principles of Ethics	3
FIN2106	Business Macroeconomics	3	FIN2105	Business Microeconomics	3
MGT3001	Principles of Management3	3	MKT3130	Principles of Marketing	3
ACC2102	Financial Accounting I	3	FIN3121	Principles of Finance	3
OPM3011	Decision Techniques and Tools	3	ACC2201	Management Accounting I	3
	Total	15		Total	15

In the third and fourth years the order in which courses are taken is flexible which allows students to shift the sequence of courses depending on their interests. Strategy and Business Policy should be taken in the last semester but otherwise the remaining core courses can be taken in either semester of the third year or the first semester of the fourth year.

3 rd year			3 rd year		
Fall Semester			Spring Semester		
GE	General Education Elective	3	GE	General Education Elective	3
FIN3101	Financial Institutions and Markets	3	LAW2202	Business Law	3
MGT3201	Business Communications	3	OPM3131	Introduction to Operations Management	3
IFS2203	Management Information Systems	3		major/minor/elective	3
	major/minor/elective	3		major/minor/elective	3
	major/minor/elective	3		major/minor/elective	3
	Total	18		Total	18
	Summer Semester (Internship)	3			
4 th year			4 th year		
Fall Semester			Spring Semester		
GE	General Education Elective	3	GE	General Education Elective	3
MKT3140	Intermediate Marketing	3	MGT4201	Strategy and Business Policy	3
	major/minor/elective	3		major/minor/elective	3
	major/minor/elective	3		major/minor/elective	3
	major/minor/elective	3		major/minor/elective	3
	Total	15		Total	15

BSc: MAJOR AND MINOR IN ACCOUNTING

The Department of Accounting offers a major and a minor in accounting. The major provides rigorous conceptual and practical foundations in such areas as financial accounting and auditing needed for entry level positions with international accounting firms. It requires completion of two core Accounting courses, five required courses and one elective as shown in the table below. In addition, students must complete the College's 3-credit internship requirements. The internship requirement may be satisfied by successfully completing the following experiential based course, ACC4211 Cases in Accounting.

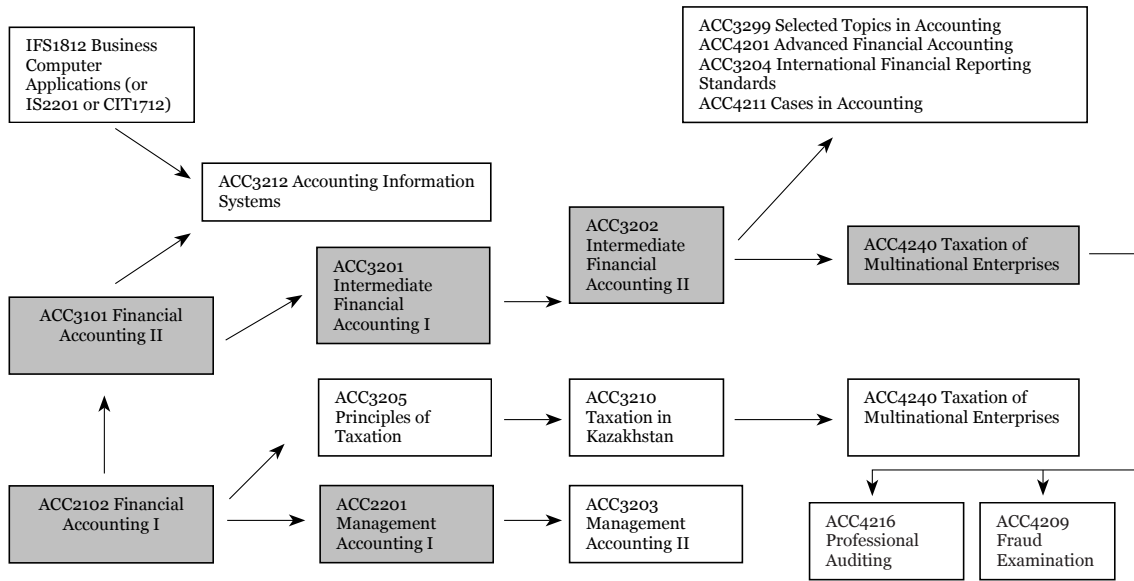
The Department of Accounting also offers a minor. The minor provides a conceptual and practical foundation in financial accounting useful for students proposing to enter business. The minor requires completion of two core Accounting courses, two required courses and one elective as shown in the table below.

Major and Minor in Accounting

Major requires all courses of Groups A and B and 1 elective courses from Group C; Minor requires all courses of Group A	
Group A: Required for major and minor	
ACC3101	Financial Accounting II
ACC3201	Intermediate Financial Accounting I
ACC3202	Intermediate Financial Accounting II
Group B: Additional required for major	
ACC3110	Management Accounting II
ACC4203	Auditing
Group C: Elective courses for major and minor	
ACC3204	International Financial Reporting Standards
ACC3205	Principles of Taxation
ACC3210	Taxation in Kazakhstan
ACC3212	Accounting Information Systems
ACC3299	Selected Topics in Accounting
ACC4201	Advanced Financial Accounting
ACC4208	Advanced Financial Statements Analysis
ACC4209	Auditing to Intermediate Accounting II
ACC4211	Cases in Accounting
ACC4216	Professional Auditing
ACC4240	Taxation of Multinational Enterprises

Non BSc students must also complete ACC2102 Financial Accounting I and ACC2201 Management Accounting I in order to receive the minor.

The following chart indicates the prerequisite sequence for the Accounting required courses:



Exit Criteria for Accounting Major and Minor

Requirement for Accounting major: To complete a major in accounting, a student, at the time of graduation, must have an overall GPA in accounting courses (GPA of the two college core courses in accounting, the five required accounting courses and the accounting elective) of at least 2.67.

Requirement for Accounting minor: To complete a minor in accounting, a student, at the time of graduation, must have an overall GPA in accounting courses (GPA of the two college core courses in accounting, the three required courses) of at least 2.67.

* A student who does not meet the exit criteria can graduate without the major (or minor).

BSc: MAJOR AND MINOR IN FINANCE

The discipline of finance in business education has undergone major changes over the last two to three decades as a result of changing contents and contexts of business finance. Modern finance is just at the corridor of money and capital markets in Kazakhstan. Students learning finance will be in high demand in the local and international markets as it has been happening all over the world.

Finance as an academic discipline is concerned with three interrelated fields:

- Money and Capital Markets that deal with securities markets and financial institutions.
- Investments which focuses on the decisions of both individual and institutional investors as they choose securities for their investment portfolios.
- Financial Management or “business finance,” which involves the actual management of firms.

Students with a Finance Major can seek career opportunities, either domestically or internationally, in the following areas:

- Financial institutions and markets such as banks and other depository institutions, insurance companies, mutual funds, pension funds and the central bank.
- Small or big corporations, in the Finance Department working with cash, credit, receivables and inventory management, capital budgeting, financial analysis and forecasting, dividend and capital structure policy-making, etc.
- Investment sectors, working as a sales agent of financial securities, security analyst, portfolios manager, investment adviser, etc.

It is strongly recommended that a student completes all three required courses before taking 4000 level elective courses.

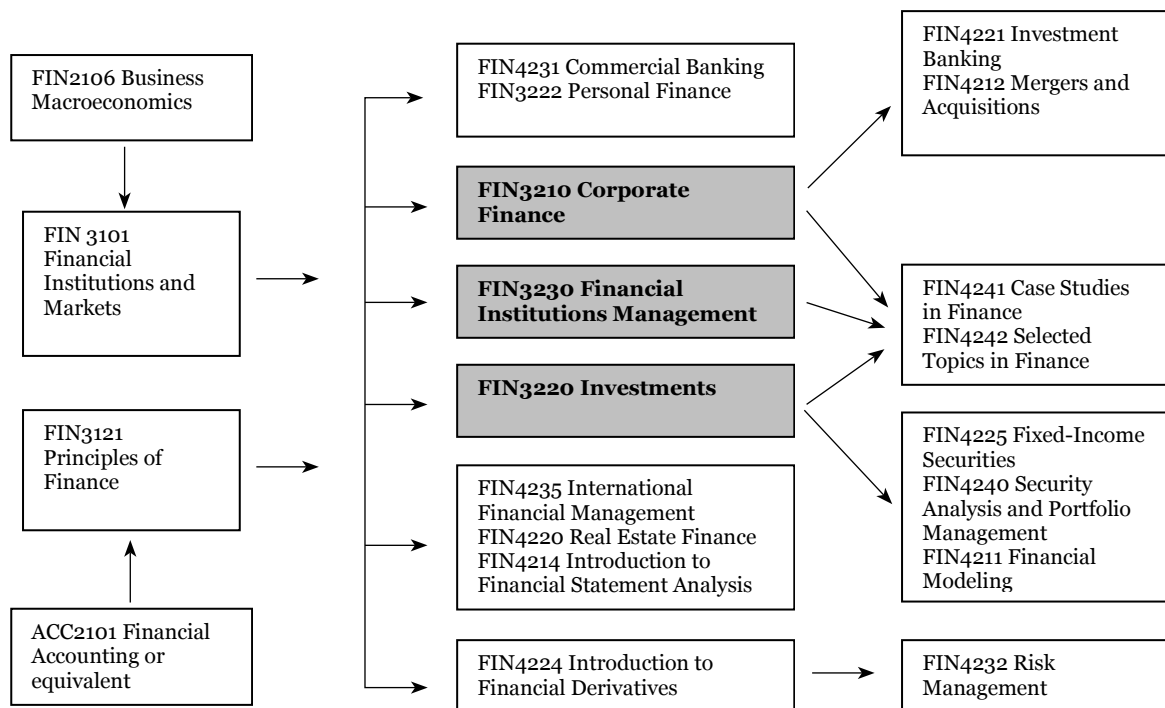
Major and Minor in Finance

Major requires all courses of Group A and 3 electives from Group B Minor requires 2 courses from Group A and 1 additional course from either Group	
<i>Group A: Required courses for major</i>	
FIN3210	Corporate Finance
FIN3220	Investments
FIN3230	Financial Institutions Management
<i>Group B: Elective courses for major and minor</i>	
FIN3222	Personal Finance
FIN4211	Financial Modelling
FIN4212	Mergers and Acquisitions
FIN4214	Introduction to Financial Statement Analysis

FIN4220	Real Estate Finance
FIN4221	Investment Banking
FIN4224	Introduction to Financial Derivatives
FIN4225	Fixed-Income Securities
FIN4231	Commercial Banking
FIN4232	Risk Management
FIN4235	International Financial Management
FIN4240	Security Analysis and Portfolio Management
FIN4241	Case Studies in Finance
FIN4242	Selected Topics in Finance
ECN3155	Money and Banking

Non BSc students must also complete FIN3101 Financial Institutions and Markets and FIN3121 Principles of Finance in order to receive the minor.

The following chart indicates the prerequisite sequence for the Finance required courses:



Exit Criteria for Finance Major and Minor

Requirement for Finance Major: To complete a major in Finance, the student, at the time of graduation, must have:

- 1) A minimum GPA of 2.67 in Finance core and Finance required courses.
- 2) A minimum GPA of 2.67 in Finance core and all Finance major courses (GPA of two Finance core courses, three Finance required courses, and the three best Finance elective courses).

Requirement for Finance Minor: To complete a minor in Finance, the student, at the time of graduation, must have:

- 1) A minimum GPA of 2.67 in Finance core and two Finance required courses.
- 2) A minimum GPA of 2.67 in Finance core and all Finance minor courses (GPA of two Finance core courses, two Finance required courses, and the best Finance elective).

* A student who does not meet the exit criteria can graduate without the major (or minor).

BSc: MAJOR AND MINOR IN MANAGEMENT

The Management major and minor prepares students for a career as a manager. As Kazakhstan develops, there will be an increasing need for trained entry-level managers and for mid and senior level managers with a record of success. Successful managers:

- Understand performance and the factors that empower people to perform well.
- Are able to organize tasks, to delegate responsibilities, to communicate priorities, and to lead and motivate others.
- Are able to identify and analyze problems and to take corrective action.

Management majors learn how to think strategically and how to work effectively with people in order to fulfill the organization's goals.

Major and Minor in Management

Major requires all courses of Group A and any three courses selected from Group B or Group A of the HRM Minor
Minor requires any three courses selected from Groups A and B

<i>Group A: Required courses for major</i>	
MGT3206	Leadership and Motivation
MGT3208	Innovation Management
MGT3212	Organizational Behavior
<i>Group B: Elective courses for major and minor</i>	
MGT3202	Principles of Business Ethics
MGT3204	Human Resource Management
MGT3205	Decision Making
MGT3207	Managing Negotiation
MGT3209	International Management
MGT3210	International Business
MGT3211	Small Business Management
MGT3213	Managing Change
MGT3215	Hospitality Management
MGT3216	Leisure and Recreational Management
MGT3299	Selected Topics in Management
MGT4202	Compensation Management
MGT4203	Performance Management
MGT4204	Cases in Management
LDP3201	Leadership: Principles and Best Practices
LDP4201	Leadership: Making Principles Work
OPM3215	Business Time Series Forecasting

Non BSc students must also complete MGT3001 Principles of Management and MGT3201 Business Communications in order to receive the minor.

BSc: MAJOR AND MINOR IN LEADERSHIP

Leadership is one of the most critical functions that constitute the essence of management competence in modern organizations. It takes mainly strong leaders to prepare the organization to go through essential changes and help it effectively resolve all the difficulties on its way to successful transformation.

Successful leaders:

- Lead throughout all managerial areas of the organizations.
- Establish trust and commitment.

- Understand the present challenges and trends of the industries.
- Provide effective business solutions.
- Understand and inspire employees.
- Understand personal capacities of effective leaders.

Leadership majors learn how to understand and apply basic leadership principles in modern organizations in the most effective way.

Major and Minor in Leadership

Major requires all courses in Group A and any three course selected from Group B	
Minor requires three courses from Group A	
<i>Group A: Required courses for major</i>	
LDP3201	Leadership: Principles and Best Practices
LDP4201	Leadership: Making Principles Work
LDP4202	Leadership in Action
<i>Group B: Elective courses for major and minor</i>	
MGT3202	Principles of Business Ethics
MGT3204	Human Resource Management
MGT3205	Decision Making
MGT3206	Leadership and Motivation
MGT3207	Managing Negotiation
MGT3209	International Management
MGT3210	International Business
MGT3211	Small Business Management
MGT3213	Managing Change
MGT3215	Hospitality Management
MGT3216	Leisure and Recreational Management
MGT3299	Selected Topics in Management
MGT4202	Compensation Management
MGT4203	Performance Management
MGT4204	Cases in Management
OPM3215	Business Time Series Forecasting

Non BSc students must also complete MGT3001 Principles of Management and 1 elective course from Group B for the major/minor in order to receive the minor.

BSc: MAJOR AND MINOR IN HUMAN RESOURCE MANAGEMENT

More and more companies recognize that the effective management of Human Resources is as important to profitability as is the management of capital, materials, and production facilities. The demand for trained Human Resource Managers is starting to grow and will continue to increase in the near future.

Major and Minor in Human Resource Management

Major requires all courses from group A and three course selected from Group B	
Minor requires two courses from group A and one additional course from Group A or B	
<i>Group A: Required courses for major</i>	
MGT3204	Human Resource Management
MGT4202	Compensation Management
MGT4203	Performance Management
<i>Group B: Elective courses for major and minor</i>	
MGT3202	Principles of Business Ethics
MGT3205	Decision Making
MGT3207	Managing Negotiation
MGT3209	International Management
MGT3210	International Business
MGT3211	Small Business Management
MGT3213	Managing Change
MGT3215	Hospitality Management
MGT3216	Leisure and Recreational Management
MGT3299	Selected Topics in Management
MGT4204	Cases in Management
LDP3201	Leadership: Principles and Best Practices
LDP4201	Leadership: Making Principles Work
OPM3215	Business Time Series Forecasting

Non BSc students must also complete MGT3001 Principles of Management and MGT3201 Business Communications in order to receive the minor.

B.Sc.: MAJOR AND MINOR IN MARKETING

For many years it was efficiency in production systems that gave one company an advantage over another. In today's global economy, marketing is what separates the top companies from the average performers. Well managed companies continually do market research to determine customer demands; redesign and improve products to meet customer needs; develop distribution channels to get products to customers quickly and efficiently; and then provide follow-up service after the sale.

The field of marketing provides the broadest and most interesting range of career opportunities of any field of business. Marketing majors can have careers in market research, sales, product development, customer service, advertising, and many other varied positions.

In marketing courses students are exposed to a blend of theory and practical situations. Courses may require research projects, company profiles, industry analyses, or case studies of marketing situations.

Major and Minor in Marketing

Major requires all courses of Group A and two courses from Group B	
Minor requires any three courses selected from Groups A or B	
Group A: Required courses for major	
MKT3201	Consumer Behavior
MKT3202	Marketing Communications
MKT3214	Brand Management
MKT4203	Marketing Research
Group B: Elective courses for major and minor	
MKT3205	Retailing
MKT3207	Internet Marketing
MKT3210	Services Marketing
MKT3212	Fundamentals of Selling
MKT3213	Public Relations
MKT3220	Tourism Marketing
MKT3222	Cross-Cultural Tourism Marketing
MKT4201	Cases in Marketing
MKT4208	International Marketing
MKT4219	Event Marketing
MKT4299	Selected Topics in Marketing

OPM3202	Logistics and Supply Chain Management
OPM3215	Business Time Series Forecasting

Non B.Sc. students must also complete MKT3130 Principles of Marketing and MKT3140 Intermediate Marketing in order to receive the minor.

B.Sc.: MAJOR AND MINOR IN TOURISM AND HOSPITALITY

Tourism has become a worldwide phenomenon impacting many facets of society, contributing to globalization, and creating employment for millions worldwide.

Kazakhstan puts high emphasis on diversifying its economy and developing non-extractive businesses for its future. Kazakhstan heavily promotes the tourism as an industry and as socio-cultural factor.

The Tourism and Hospitality major and minor prepare students to understand, synthesize and apply practical skills and theoretical concepts to the successful management and marketing in a diverse range of organizations including hotels and other accommodations, airlines, attractions, consulting companies, travel agencies, regional tourism organizations, educational institutions and government.

Major requires all courses of Group A and any three courses from Group B	
Minor requires all courses of Group A (under current regulation)	
Group A: Required courses for major	
MKT3220	Tourism Marketing/ MKT3222 Cross-Cultural Tourism Marketing
MKT3221	Tourism Practices and Principles
MGT3215	Hospitality Management
Group B: Elective courses:	
MKT3207	Internet Marketing
MKT3210	Services marketing
MKT3223	Niche Tourism
MKT4219	Event marketing
MGT3216	Leisure and Recreational Management
IRL2515	Political Geography

Non BSc students must also complete MGT3001 Principles of Management and MKT3130 Principles of Marketing in order to receive the minor.

B.Sc.: MINOR IN BUSINESS ADMINISTRATION AND ACCOUNTING

A Non BSc student of KIMEP can earn a minor in Business Administration and Accounting upon successful completion of the following 5 courses. The minor is not available to BSc students.

Minor in Business Administration and Accounting

Minor requires the 15 credits listed below	
ACC2102	Financial Accounting I
ACC2201	Management Accounting I
FIN3121	Principles of Finance
MGT3001	Principles of Management
MKT3130	Principles of Marketing

The exit criterion for the minor is a minimum GPA of 2.0 in these courses.

B.Sc.: MINOR IN TAXATION

The minor in Taxation provides students with both the theoretical background of underlying principles and policy rationales in taxation as well as practical skills of reading, analyzing and interpreting the provisions of tax legislation and applying them to specific business and commercial situations and transactions.

Students will develop profound understanding of the domestic tax system of Kazakhstan as well as understanding of the principles applicable to cross-border taxation and their application in Kazakhstan.

The minor in Taxation will position students to compete for jobs in consulting and in-house tax departments of both domestic and international companies, possibly (depending on the choice of their electives) also opening the door toward international careers.

The minor in Taxation teaches the important skills of using the tax knowledge when making strategic business and investment decisions and also makes them capable to come up with alternative solutions and ideas to optimize tax costs.

Minor in taxation requires two courses from group A and any one course from group B:	
<i>Group A: Required for minor:</i>	
ACC3205	Principles of Taxation
ACC3210	Taxation in Kazakhstan

<i>Group B: Elective courses for minor:</i>	
ACC4240	Taxation of Multinational Enterprises
LAW5906	International Tax Law
LAW3520	Tax Law of the Republic of Kazakhstan
ACC3299	Selected Topics in Accounting: Subsurface-Use Taxation

Non-Bsc students must also complete ACC2102 Financial Accounting I, LAW2202 Business Law and 1 more elective from Group B in order to receive the minor.

ACC3205 Principles of Taxation and ACC3210 Taxation in Kazakhstan may not be used in the accounting major since the courses are a part of the taxation minor. All courses have prerequisites which must be met.

B.Sc.: MINOR IN OPERATIONS MANAGEMENT

Operations Management deals with the effective and efficient management of all activities related to development, production, and manufacturing of product and services. It is a functional area that covers production, purchasing, materials management, distribution, transportation, forecasting, supply chain management or logistics in manufacturing or service organizations. Operations management can also focus on services and processes within functional units such as human resource operations or marketing operations. With an Operations Management minor you will learn how to identify and evaluate problems with an existing operating system and find a creative solution. You will study how to manage manufacturing processes and the delivery of services to a customer in efficient way.

Minor in Operations Management

Minor requires any three courses from the list below (9 credits)	
OPM3205	Logistics and Supply Chain Management
OPM3207	Total Quality Management
OPM3215	Business Time Series Forecasting
OPM4201	Purchasing & Materials Management
OPM4202	Transportation and Distribution Management

Note: Non-BSc students must also complete OPM3011 Decision Techniques and Tools and

OPM3131 Introduction to Operations Management in order to receive the minor.

B.Sc.: MINOR in INFORMATION SYSTEMS

A minor in Information Systems is of interest to students who wish to specialize in business-oriented use of information analysis and data processing. KIMEP curriculum provides an overview of information systems, with special emphasis on its business applications and managerial control.

A sound understanding of how the latest information technology can solve business problems is in intense demand in today's organizations. Managing information systems is important to every organization on middle and top management levels where it can be used to maintain and develop new method not only to manage remarkable amounts of data, but to assist executives in making decisions. Information systems professionals are expected to utilize the computer systems to solve business problems and provide high-technology solutions for problems that need to be addressed, problems such as sales forecasting, optimizing production, installing appropriate technology, analyzing trends, and organizing information in such a way that managers can make use of it.

Minor in Information Systems

Minor requires one course from Group A and any two courses selected from Group B (9 credits)

Group A: Required course for minor

IFS3202	Database Management Systems in Business
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Group B: Elective courses for minor

IFS 3208	Data Communication and Networking
IFS 3211	Information Systems Security
IFS 4202	Management of E-business Systems
IFS 4204	
ACC3212	Decision Support Systems

Accounting Information Systems

B.Sc.: MINOR IN COMPUTER APPLICATIONS

The minor in Computer Applications provides students with skills in the rapidly expanding area of

information technologies. It covers a wide variety of different applications available for solving business problems: object-oriented and web programming languages; client-side and server-side scripting; data base management systems, web based database access; computer graphical packages; creation, analysis and reports on large volumes of data for business applications with SPSS; computer publishing systems. The Computer Applications minor enhances the career opportunities for students interested in pursuing be professional in their chosen field with IT technologies.

The minor in Computer Applications teaches students about the development and management of business databases, computer networks, web applications, and software systems.

Minor in Computer Applications

Minor requires any three courses from the list below (9 credits)

CIT2731	Business Graphics
CIT3734	Web Design
CIT 2733	Survey Research with SPSS
CIT 2735	Multimedia Graphics for Business Communications (in Flash)
CIT 3724	Advanced Business Computer Applications
CIT2732	Financial Analysis using Computer Technologies

Note: Non-BSc students can count GEN2301 Business Computer Applications or GEN1300 Introduction to Computers as part of the 15 credits and should take one additional CIT course from the list above. Also they can use three credits for both a minor in Computer Applications and to fulfill the Research and Problem Solving category of the general education requirements.

MERIT CERTIFICATES

In order to be eligible for the merit certificates at BSc programs a student must:

- I. Take three courses offered by BSc program in a respective area.
- II. Meet exit criteria of overall GPA 4.00 and above in all courses required for a respective certificate.

- III. All prerequisites must be met (waive of prerequisites, concurrent registration, CSS courses as equivalence of BSc courses are NOT allowed).
- IV. Minimum passing grade for a merit certificate is A.

Merit Certificate in Auditing

Merit Certificate in Auditing requires any three courses from the list below (9 credits)	
ACC4203	Auditing
ACC4209	Fraud Examination
ACC4216	Professional Auditing

Merit certificate in Taxation

Merit Certificate in Taxation requires any three courses from the list below (9 credits)	
ACC3205	Principles of Taxation
ACC3210	Taxation in Kazakhstan
ACC4240	Taxation of Multinational Enterprises

Merit certificate in Finance: Risk Management

Merit certificate in Risk Management requires any three courses from the list below (9 credits)	
FIN3230	Financial Institutions Management
FIN4224	Introduction to Financial Derivatives
FIN4232	Risk Management

Merit certificate in Brand Management

Merit certificate in Brand Management requires any three courses from the list below (9 credits)	
MKT3202	Marketing Communications
MKT3201	Consumer Behavior
MKT3214	Brand Management

Merit certificate in Tourism and Hospitality

Merit certificate in Tourism and Hospitality requires any three courses from the list below (9 credits)	
MKT3221	Tourism Practices and Principles
MGT3215	Hospitality Management
MKT3220/ or MKT3222	Tourism Marketing/ or Cross-Cultural Tourism Marketing

Merit certificate in Logistics

Merit certificate in Logistics requires any three courses from the list below (9 credits)	
OPM3205	Logistics and Supply Chain Management
OPM4201	Purchasing and Material Management
OPM4202	Transportation and Distribution Management

GRADUATE DEGREE PROGRAMS

MASTER OF BUSINESS ADMINISTRATION (MBA)

Statement of Purpose

The Master of Business Administration (MBA) program at KIMEP is dedicated to training leaders who can effectively manage and successfully transform organizations both in Kazakhstan and internationally.

Mission

The mission of the program is to prepare high-quality decision-makers and business leaders capable of solving contemporary business problems in a dynamic and competitive global marketplace, in a socially responsible manner.

Program Learning Outcomes

MBA graduates will demonstrate:

1. Analytical thinking and problem solving skills.
2. Communication and leadership skills.
3. A strong level of knowledge of the business environment including economic, ethical and international issues.
4. Competence in the core business disciplines of Accounting, Finance, Marketing, Management, Operations Management, and Information Systems.
5. Integrative business knowledge.
6. The ability to apply theoretical knowledge to practice and research.

Admission Requirements

To be admitted to the Master of Business Administration program, students must satisfy the

graduate English entrance requirement (KEET) and must have an acceptable score on the KIMEP Graduate Entrance Exam (KGET). Equivalent scores on similar tests can be substituted according to program policy.

Students with KEET Score of 60% or higher are not required to take Graduate Foundation English or Academic English courses. However students are strongly encouraged to take Academic English Courses to improve their English proficiency. The Language Center (LC) welcomes inquiries related to such opportunities.

Students with 50 to 59 % in KEET will be required to start with Graduate Foundation English Level A (MBA). At the end of this 90-contact hour course (300 learning hours), there will be an exit test. A “B” (73%) is the minimum grade for a pass. Students may take up to two MBA program courses, which should be primarily quantitative in focus, and/or a course in business communication concurrently with Graduate Foundation English Level A (MBA).

Students with 40 to 49% in KEET will initially take Graduate Foundation English Level B. At the end of this 180-contact hour course (600 learning hours), students who receive a “B” (73%) or higher in the course work and on the exit test will then be required to successfully complete Graduate Foundation English Level A (MBA) with a minimum grade of “B” in both the course work and the exit test.

Students are placed in a Graduate Foundation English level according to their KEET score. This placement will be confirmed by means of a verification test at the outset of the course. If deemed necessary, a student may be required to move to the lower level.

Degree Requirements

Requirements for the MBA degree are as follows:

Required Foundation Core ^{1,3}	0 - 24
Required Advanced Core ^{2,3}	3 - 12
Required Integrative Core ^{2,3}	6
BCB Electives ⁴	12
Internship/Business Research Project (BRP) / Substitute course ⁵	3
Thesis	3
Total Required for Graduation	36 - 60

- ¹ Some or all of the credits can be waived based on previous academic work. Approval of MBA Program Committee/Associate Dean is required.
- ² Except Strategic Management, some or all of the other courses can be waived based on previous academic work. However, waived credits must be made up by undertaking additional electives.
- ³ Total waiver of courses can exceed 24 credit hours. However, any credit waived in excess of 24 credit hours must be made up by undertaking additional courses. Approval of MBA Program Committee/Associate Dean is required.
- ⁴ Some business-related courses from outside of the College of Business can be used as MBA elective courses. Approval of MBA Program Committee/Associate Dean is required.
- ⁵ BRP or substitute course is allowed based on the rules of the Ministry of Education of KZ. Approval of MBA Program Committee/Associate Dean is required.

Required Foundation Core (All are 3 credit courses for a total of 24 credits)

Course Code	Course Title
ACC5201	Financial Accounting for Managers
FIN5200	Managerial Economics
FIN5201	Managerial Finance
MGT5200	Business Communications
MGT5201	Organizational Behavior and Leadership Ethics
MKT5201	Marketing Management
OPM5201	Quantitative Methods for Decision Making
IFS5201	Management Information Systems

Required Advanced Core (All are 3 credit courses for a total of 12 credits)

Course Code	Course Title
ACC5202	Managerial Accounting
FIN5202	Advanced Corporate Finance
MKT5202	Advanced Marketing Management
OPM5202	Operations Management

Required Integrative Core (Both are 3 credit courses for a total of 6 credits)

Course Code	Course Title
MGT5211	International Business
MGT5250	Strategic Management

Internship & Thesis (Both are 3 credit courses for a total of 6 credits)

An Internship and Thesis related to the major is required. Students without a major will undertake Internship and Thesis in general business or in any major/minor area.

Course Code	Course Title
BUS5270	Internship
BUS5275	MBA Thesis

MAJORS AND MINORS

MBA students may acquire specialized knowledge by choosing major(s) and/or minor(s) in the following areas:

Major	Minor
Accounting	Accounting
Finance	Finance
Management	Management
Leadership and Organizational Development	Leadership and Organizational Development
Marketing	Marketing
	International Business
	Tourism & Hospitality
	Law
	Information Systems
	Operations Management

However, students may receive an MBA without a major or a minor.

Requirements for Major and Minor

<p>Major</p> <p>Each major consists of a minimum of 4 courses, beyond core courses and including the thesis, for a total of 12 credits.</p>
<p>Minor</p> <p>Each minor consists of 2 courses or 6 credits drawn, beyond core courses, from the courses for the major. However, a minor in International Business requires 3 courses (9 credits) and a minor in Law requires 4 courses (12 credits), beyond core courses.</p>
<p>General MBA</p> <p>This option allows students to take a variety of courses across all disciplines of business. Students can choose electives to match their career objectives.</p>
<p><i>A course cannot be counted towards both the Major and the Minor</i></p>

Program Plan for a Student without Any Waiver of Credits

Students may take courses in any order they wish as long as courses meet all prerequisites. The following schedule is suggested to ensure that students make orderly progress towards degree completion, by taking prerequisites before the courses that require prerequisites.

<i>A Suggested Schedule Assuming Fall Entry and No Course Waiver (August 2012 - December 2013 = 17 Months)</i>			
<i>Fall</i>	<i>5 credits</i>	<i>Summer I & II</i>	<i>12 credits</i>
ACC5201	Financial Accounting for Managers	FIN5202	Advanced Corporate Finance
FIN5200	Managerial Economics	MKT5202	Advanced Marketing Management
MGT5200	Business Communications	MGT5211	International Business
OPM5201	Quantitative Methods for Decision Making	BUS5270	Internship
IFS5201	Management Information Systems		

<i>Spring</i>		<i>15 credits</i>	<i>Fall</i>		<i>18 credits</i>
ACC5202	Managerial Accounting		Elective	Major/Minor	
FIN5201	Managerial Finance		Elective	Major/Minor	
MKT5201	Marketing Management		Elective	Major/Minor	
OPM5202	Operations Management		BUS5275	Thesis	
MGT5201	Organizational Behavior and Leadership Ethics		MGT5250	Strategic Management	

FAST-TRACK MBA

The purpose of the fast-track MBA is to allow graduates of some KIMEP undergraduate programs to earn a MBA degree within a shorter period of time. Graduates from other reputable academic institutions may also qualify for this opportunity.

Required Credits and Credit Calculations:

1. Students under Fast-Track enrollment are eligible for a maximum waiver of 24 credits (8 courses). Total waiver of courses can exceed 24 credit hours. However, any credit waived in excess of 24 credit hours must be made up by undertaking additional courses. Approval of MBA Program Committee/ Associate Dean is required.
2. Students under Fast-Track enrollment must take minimally 3 credits of Strategic Management, 3 credits of Internship/Business Research Project/ Substitute Course, and 30 additional credits in core and/or elective courses (including MBA Thesis) as other MBAs.
3. Course credit waivers will be considered using the eligibility criteria set by the MBA Program Committee / MBA Program Administration. Approval of MBA Program Committee/Associate Dean is required.
4. Waived course grades will not be used on transcript to compute overall MBA GPA.
5. Students should discuss waivers, eligibility and transfer of credits with their academic adviser and/or administrators of the MBA Program.

Program Plan for a Student on FAST-TRACK MBA

Students may take courses in any order they wish as long as courses meet all prerequisites. The following schedule is suggested to ensure that students make orderly progress towards degree completion, by taking prerequisites before the courses that require prerequisites.

<i>A Suggested Schedule Assuming Fall Entry and Waiver of All Foundation Core Courses (August 2012 - July 2013 = 12 Months)</i>					
<i>Fall</i>		<i>15 credits</i>	<i>Summer I</i>		<i>6 credits</i>
ACC5202	Managerial Accounting or Sub.*		BUS5270	Internship	
OPM5202	Operations Management or Sub.*		BUS5275	Thesis	
FIN5202	Advanced Corporate Finance or Sub.*				
MKT5202	Advanced Marketing Management or Sub.*				
MGT5211	International Business or Sub.*				
<i>Spring</i>		<i>15 credits</i>	* If an advanced core course is waived, the substitute course can be any elective course. However, if the waived course represents student's chosen area of Major or Minor, the substitute course must be in the same area.		
Elective	Major/Minor				
Elective	Major/Minor				
Elective	Major/Minor				
Elective	Major/Minor				
MGT5250	Strategic Management				

MBA: ACCOUNTING MAJOR and MINOR

Accounting involves the measurement, recording and reporting of financial information that is critical for management decision-making in organizations. Managers need to understand how accounting information may be used to make decisions, control processes and people, and motivate employees. In addition to use this information effectively, managers need to be familiar with the manner in which Annual Financial Statements,

Budgets and Variance Reports, etc. are constructed. Crucially also, managers need to understand their personal and legal responsibilities for internal control and for reporting financial information.

The MBA program offers a 4-course Major (including the MBA Thesis course) in “Accounting” that addresses the broad range of issues described above. The major prepares students both for careers as managers, and for careers in accounting, auditing, controllership, treasury functions and budgeting. The MBA program also offers a 2-course Minor. Both the Accounting major and minor will help prepare students to sit for such professional exams as the CPA, CMA, ACCA, etc.

ACCOUNTING MAJOR AND MINOR: REQUIREMENTS

Major requires both courses from Group A and 1 course selected from Group B

Minor requires 2 courses selected from Group A and Group B

Group A: Required courses for major

ACC5209	Advanced Accounting
ACC5212	Financial Statements Analysis

Group B: Elective courses for major and minor

ACC5206	Auditing
ACC5207	International Financial Reporting Standards
ACC5210	Taxation in Kazakhstan
ACC5211	Principles of Taxation
ACC5216	Professional Auditing
ACC5217	Fraud Examination
ACC5260	Selected Topics in Accounting

Entry and Exit Criteria for Accounting Major and Minor

Entry criteria for Major and Minor: To be admitted to the Accounting major and minor, a student must be in good academic standing.

Exit criteria for Major: At the time of graduation, a student will be required to have a minimum overall GPA of 3.00 in Accounting courses (GPA of the two core Accounting courses and the four courses for Major in Accounting, including Thesis).

Exit criteria for Minor: At the time of graduation, a

student will be required to have a minimum overall GPA of 3.00 in Accounting courses (GPA of the two core Accounting courses and the two courses for minor in Accounting).

MBA: FINANCE MAJOR and MINOR

The discipline of Finance in business education has undergone major changes over the last two to three decades as a result of changing contents and contexts of business finance. Modern finance is just at the corridor of money and capital markets in Kazakhstan. Students learning finance will be in high demand in the local and international markets as it has been happening all over the world.

Finance as an academic discipline is concerned with three interrelated fields:

- Money and Capital Markets that deal with securities markets and financial institutions;
- Investments which focuses on the decisions of both individual and institutional investors as they choose securities for their investment portfolios; and
- Financial Management or “business finance” which involves the actual management of firms.

Students with a Major in Finance can seek career opportunities, either domestically or internationally, in the following areas:

- Financial institutions and markets such as banks and other depository institutions, insurance companies, mutual funds, pension funds and the central bank;
- Small or big corporations, typically within the treasury functions of these firms that involve cash, credit, receivables and inventory management, capital budgeting, financial analysis and forecasting, dividend and capital structure policy-making, etc;
- Investment sectors, typically, working as sales agent of financial securities, security analyst, portfolios manager, investment adviser, etc.

FINANCE MAJOR AND MINOR: REQUIREMENTS

Major requires the course from Group A and 2 courses selected from Group B	
Minor requires the course from Group A and 1 course selected from Group B	
<i>Group A: Required courses for major</i>	
FIN5206	Investment Management
<i>Group B: Elective courses for major and minor</i>	
FIN5204	Financial Institutions Management
FIN5209	International Finance
FIN5210	Financial Derivatives
FIN5211	Bank Management
FIN5213	Credit and Market Risk Management
FIN5214	Risk Management and Insurance
FIN5215	Investment Banking
FIN5260	Selected Topics in Finance

Entry and Exit Criteria for Finance Major and Minors

Entry criterion for Major and Minor: To be admitted to the Finance Major and Minor, a student will have to meet a minimum overall GPA requirement of 2.67 (to be set annually), and also receive a minimum of a B-(minus) in FIN5201 Managerial Finance.

Exit criterion for Major and Minor: At the time of graduation, a student will have to have a minimum overall GPA of 3.00 in Finance courses (GPA of Finance courses including the two core courses and four Finance courses for Major, including Thesis).

MBA: MANAGEMENT MAJOR and MINOR

The Management major and minor prepares students for a career as a manager. As Kazakhstan develops, the need for trained and capable managers in the area of international and cross-cultural management will continue to grow. This will create a need for managers who are able to work effectively with ideas and with people through strategic decisions, negotiations, projects, and human resources management. This major program intends to fully develop the capability of Managers to understand and make decisions regarding the globalization of business. After completing this program, participants will

- Have the ability to visualize and understand the

organization, the factors critical for its success, and the processes that can empower people to reach their objectives;

- Be able to organize tasks, delegate responsibilities, communicate priorities, and to lead and motivate others to work together to accomplish shared goals;
- Be capable of identifying and analyzing problems, taking corrective actions, and rewarding performance.

MANAGEMENT MAJOR and MINOR:

Requirements

Major requires both courses from Group A and 1 course selected from Group B	
Minor requires 2 courses selected from Group A and Group B	
<i>Group A: Required courses for major</i>	
MGT5206	Leadership and Motivation
MGT5212	Decision Making
<i>Group B: Elective courses for major and minor</i>	
MGT5207	Human Resources Management
MGT5227	Change Management
MGT5229	Competitive Advantage Strategy
MGT5230	Innovation Management
MGT5260	Selected Topics in Management

MBA: LEADERSHIP AND ORGANIZATIONAL

DEVELOPMENT MAJOR and MINOR

Leadership and organizational development major and minor prepares students to assume executive leadership positions in future. As Kazakhstani economy evolves, leadership and organizational development will become the area where more capable and competent leaders will be in high demand. This will create a need for strong leaders to prepare organizations to go through strategic changes and effectively manage those.

After completing this program, participants will be able to:

- Provide strategic vision to their organizations;
- Understand and promote ethical values;
- Analyze the trends of the industries;
- Design effective organizations and effectively manage changes;
- Lead their organizations towards achieving superior performance.

LEADERSHIP AND ORGANIZATIONAL DEVELOPMENT MAJOR and MINOR: Requirements

Major requires both courses from Group A and 1 course selected from Group B Minor requires 2 courses selected from Group A and Group B	
<i>Group A: Required courses for major</i>	
MGT5232	Leadership and Corporate Governance
MGT5233	Leadership and Organizational Design
<i>Group B: Elective courses for major and minor</i>	
MGT5206	Leadership and Motivation
MGT5207	Human Resources Management
MGT5227	Change Management
MGT5229	Competitive Advantage Strategy
MGT5230	Innovation Management

MBA: MARKETING MAJOR and MINOR

Marketing is a complex and multi-faceted function that demands the practitioner be competent across a wide range of knowledge and skills. As a marketing executive, the young entrant may be asked to carry out many different functions. Marketing management is responsible to employers, shareholders, stakeholders, and fellow employees. A marketing manager requires an ability to absorb information quickly and to be able to use analytical, interpretative, and decision-making skills. In the Marketing Major and Minor courses, students learn practical skills by analyzing Kazakhstani and international company’s activities through market research projects and promotional campaigns.

The Marketing major and minor prepare students for careers in a challenging, fast-paced, dynamic, and constantly changing organizational environment.

MARKETING MAJOR and MINOR: Requirements

Major requires both courses from Group A and any 1 course from Group B Minor requires any 2 courses from Group A and Group B	
<i>Group A: Required courses for major</i>	
MKT5203	Consumer Behavior and Marketing Strategy
MKT5206	Marketing Research

<i>Group B: Elective courses for major and minor</i>	
MGT5225	Hospitality Management
MKT5204	Integrated Marketing Communications
MKT5210	International Marketing
MKT5213	Event Marketing
MKT5214	Strategic Brand Management
MKT5221	Tourism Marketing
MKT5260	Selected Topics in Marketing

MBA: INTERNATIONAL BUSINESS (IB) MINOR

The International Business minor gives students an opportunity to obtain an education in the context of the globalized business environment. The primary objective of this Minor is to provide an interdisciplinary curriculum for students interested in careers in international business. With increased liberalization of goods and capital markets, the rise of multinational corporations, and a growing trend of globalization, there is a keen demand for business graduates with skills in international business. This is particularly relevant for Kazakhstan, a transition economy characterized by growing international trade and foreign direct investment. The International Business Minor is intended to meet that demand.

International Business (IB) MINOR: Requirements

Minor requires all 3 courses from the following list	
FIN5209	International Finance
LAW5204	International Commercial Law
MKT5210	International Marketing

MBA: TOURISM and HOSPITALITY MINOR

Kazakhstan’s public and private entities, recognizing the vital and growing importance of Tourism and Hospitality, is promoting heavily the sector as an industry and a socio-cultural factor. The Tourism and Hospitality minor prepares students to understand synthesize and apply theoretical concepts and practical skills to successful management and marketing of various services and organizations involved in this industry.

**TOURISM and HOSPITALITY MINOR:
Requirements**

Minor requires any 3 courses from the following list	
MGT5225	Hospitality Management
MKT5221	Tourism Marketing
MKT5205	Services Marketing
MKT5213	Event Marketing

MBA: MINOR in BUSINESS LAW

An MBA minor in law is a concentration that a graduate student selects to obtain a specialized knowledge of law. A student must complete a total of 12 credit hours within the Minor in Business Law Program.

MINOR IN BUSINESS LAW Requirements

Minor in Business Law requires both courses from Group A and 2 courses selected from Group B	
<i>Group A: Required courses for minor</i>	
LAW5204	International Commercial Law
LAW5701	Company Law
<i>Group B: Elective courses for minor</i>	
LAW5205	Private International Law
LAW5206	International Commercial Arbitration
LAW5705	Intellectual Property Law
LAW5706	International Banking Law
LAW5801	Corporate Finance
LAW5802	International Taxation Law
LAW5803	International Investment Disputes
LAW5804	Mergers and Acquisitions

MBA: MINOR in INFORMATION SYSTEMS

A minor in Information Systems is of interest to students who wish to specialize in business-oriented use of information analysis and data processing. KIMEP curriculum provides an overview of information systems, with special emphasis on its business applications and managerial control.

**INFORMATION SYSTEMS MINOR:
Requirements**

Minor requires any 3 courses with the IFS code except for core course

MBA: MINOR in OPERATIONS MANAGEMENT

Operations Management is a broad field that covers production, purchasing, materials handling, distribution and transportation. Operations management can also focus on services and processes within functional units such as human resource operations or marketing operations.

**MINOR IN OPERATIONS MANAGEMENT
Requirements**

Minor requires any 3 courses with the OPM code except for core course

MERIT CERTIFICATES

In order to be eligible for a merit certificate in a specific area, a MBA student must:

- I. Take all three courses offered in the respective area (Taxation, Risk Management, Brand Management and Auditing).
- II. Meet exit criteria of overall GPA of 3.67 in three courses required for merit certificate.
- III. Minimum course passing grade for a merit certificate is B+.

Merit Certificate in Auditing

Merit Certificate in Auditing requires all three courses from the list below (9 credits)	
ACC5206	Auditing
ACC5217	Fraud Examination
ACC5216	Professional Auditing

Merit Certificate in Taxation

Merit Certificate in Taxation requires all three courses from the list below (9 credits)	
ACC5210	Taxation in Kazakhstan
ACC5211	Principles of Taxation
ACC5260.1	Selected Topics in Accounting: Taxation of Multinational Enterprises

Merit Certificate in Finance: Risk Management

Merit certificate in Risk Management requires all three courses from the list below (9 credits)	
FIN5204	Financial Institutions Management
FIN5210	Financial Derivatives
FIN5213	Credit and Market Risk Management

Merit Certificate in Brand Management

Merit certificate in Brand Management requires all three courses from the list below (9 credits)	
MKT5203	Consumer Behavior and Marketing Strategy
MKT5204	Integrated Marketing Communications
MKT5214	Strategic Brand Management

LL.M. –M.B.A. DUAL DEGREES PROGRAM

The School of Law and the Bang College of Business cooperate in offering an LL.M.-M.B.A. dual degrees program. Information about this program can be found in the Dual Degrees portion of the catalogue.

EXECUTIVE MASTER OF BUSINESS ADMINISTRATION (EMBA)

Statement of Purpose

The Executive Master of Business Administration program is targeted towards high-potential, middle and senior managers. The program, based on the North American model, is designed to equip participants with the skill-sets to broaden their strategic and global perspectives of business, and to develop a wider range of leadership and management skills. Participants will develop the strategic thinking necessary in today's world of business to gain increased understanding of the total organization and achieve and maintain a competitive advantage. The program is offered in both English and Russian languages, via flexible learning model that allows for active continuous full-time employment while simultaneously achieving the Executive MBA.

KIMEP's Executive MBA is a transformational

experience, both personally and professionally. The Program equips you with the skills, knowledge and networks to propel your career wherever you decide to take it.

The program allows you to balance a demanding career and personal commitments with 12-month period of intensive study and professional development. Study on alternate Fridays and Saturdays during the foundation classes, and then specialize through electives.

Taught by world-renowned faculty, you benefit from the diverse perspectives of peers from a wide variety of nationalities, job functions and industry sectors.

Mission

The purpose of the Executive MBA program (EMBA) is to provide business enterprises with strategic competitive advantages and government agencies with the enhanced capacity to deliver public services by building on the existing capacities of the next generation of senior managers and executives to allow them to become effective leaders. The program will also enable working professionals to gain a comprehensive understanding of business and earn a Master of Business Administration degree without interrupting their career.

PROGRAM OBJECTIVES

The objectives of this Program are to give practicing managers:

1. A comprehensive understanding of business and general management.
2. The knowledge and skills to lead ethically within any part of an organization or to lead across departments.
3. A broader perspective of business, developing a strategic and global perspective.
4. The enhanced capacity to apply strategies to improve their organizations.
5. The enhanced capacity to use information technology proficiency, including supply chain management.
6. The enhanced capacity to improve organizational performance.
7. The ability to analyze impact of the external forces on the organization (including economic, financial, marketing, etc.)

INTENDED PROGRAM LEARNING OUTCOMES

After successful completion of the Program, learners will be able to:

- Design, analyze and synthesize the business research.
- Analyze business theories, markets, and reporting practices in organizational development settings.
- Describe and analyze a simple circular flow model and the national accounts, the role of economics for organization's success.
- Describe and synthesize the main concepts and describe issues of the modern financial systems including financial markets and financial institutions.
- Identify organizational, personal, cultural issues that impact on Ethics as leaders lead culturally diverse work teams to a success.
- Evaluate contemporary issues in IT/MIS and their impact on IT/MIS problems in an organizational setting.
- Describe the underlying concepts, techniques, analyses and methods by which the accounting functions support management decision-making.
- v Describe and synthesize current investment decision making methodologies of the organization.
- Describe and analyze the relationship between operations and a competitive advantage in the marketplace.
- Describe and analyze the key concepts in strategic marketing and assess their relative importance.
- Describe and define the current trend of globalization.
- Identify and synthesize strategic approach and applicability of the risk management.
- Synthesize, select and justify an appropriate business strategy, and use it in strategic audit of a company.

Student Status

Following general KIMEP policies in accordance with the KIMEP Catalogue, Executive MBA employs several criteria for classifying students. The most important classification is the status while studying at KIMEP.

Degree Student – is any student who intends to complete a program of study and to earn a degree, which is offered by KIMEP. To have degree status a student must have successfully been formally admitted to a degree program.

Non-degree Student – is any student who wishes to take classes for personal reasons without the intent of earning a degree. In order to register a student must apply for admission as a non-degree student and be accepted.

Non-degree students can take the same number of modules as degree students, but can only take modules for which they meet the prerequisites or business experience may satisfy the prerequisites requirements subject to approval of the Program Administration.

If a non-degree student applies and is accepted to a degree program, some credits earned in non-degree status can transfer to the degree program. In very rare circumstances non-degree student may transfer credits earned. However there are restrictions and limitations. Details are defined in the section on transfer of credits.

Exchange student – is any student studying at KIMEP who is a degree-seeking student from another university. KIMEP has student exchange programs with many partner universities from around the world. Students from partner universities study at KIMEP for one or two semesters and transfer the credits back to their home university.

Adult Learner – is a non-degree option offered to all people interested in auditing KIMEP courses. A person who is accepted under the Adult Learning status is not formally the student of KIMEP and, therefore, do not receive any/all benefits that students have though the rules and conducts while taking courses have to be followed (KIMEP and KZ regulations). A person under the Adult Learning status can only audit the course/module and no course/module assessment will apply to these individuals. No formal transcript is provided upon the completion of the course/module, which reflects the name of the course/module, semester and AU grade. Audited courses/modules cannot be transferred or converted to degree programs at KIMEP. Registration for the courses is done on a space-available basis (any courses in KIMEP official schedule) during registration period for other non-degree students. All other non-degree conditions apply, including full payment in advance with no refunds.

Admission Criteria

KIMEP seeks to admit students who have demonstrated the potential to succeed in business and government

and have shown evidence of their managerial and leadership capability at the supervisory, tactical and strategic levels. Criteria for admission include such qualities as demonstrated management and leadership performance, competency in English, work/real life business experience and achievements combined with leadership and creativity.

Candidate entering the program are expected to have:

- At least a bachelor's degree from a recognized university
- Overall experience not less than 5 years including Evidence of experience in a supervisory/leadership position within business or government of at least 3 years
- User of IT software and programs.
- Stated commitment to the program

Non-degree student

Candidate entering the program are expected to have:

- A bachelor's degree from a Higher Education Institution with minimum 3 years of experience or minimum 10 years of managerial experience in business / non-for-profit / government organizations.
- User of IT software and programs.
- Demonstrated commitment to the program
- The non-degree student registers for the course/module and pays regular course/module fee valid at the time of registration.
- In case a non-degree student wishes to transfer to a degree student status, he/she is expected to meet the minimum requirements for degree student status.

Adult Learner

Candidate entering the program are expected to have:

- Minimum of 5 years of managerial experience in business/government organizations.
- User of IT software and programs.
- Stated commitment to the program
- The adult learner registers for the course/module and pays the tuition fee at a level of 50% of the regular tuition fee valid at the time of registration.

Exchange student

These are students from partner universities that have a desire to study at KIMEP for one or two semesters, courses/modules and wish to transfer the credits back to their home university.

Degree Requirements

The Executive MBA is offered via a venue that is consistent with area business and government needs. Class meetings are scheduled on weekends in intensive sessions. In the future, a customized meeting schedule may be developed to accommodate the specific needs of prospective candidates

Learning time of is organized in a way that a learner at the Executive MBA Program is required to spend on average 30 hours a week including teaching hours and self-study.

The schedule or order of course/module delivery is at the discretion of the Executive MBA Committee. While the program curriculum is fixed, the order that courses/modules are delivered may vary from cohort to cohort.

Course work	KIMEP credits	ECTS credits
6 courses, including original research in report form	6 course x 6 credits each = 36	6 courses x 10 credits each = 60 credits
Total Required for Graduation	36	60
Cumulative GPA (at or above)	3.00	3.00

Executive MBA Program Courses

Our courses are aimed at improving management skills and pushing business practice to new heights. Prerequisites to all Executive MBA courses shall be determined at the discretion of the Executive MBA Committee. In general, at least five years of business or government management or leadership experience is sufficient, however, if a particular skill-set or background is missing, a pre-requisite course can be required. The program balances the business skills and knowledge needed to act in a leadership capacity in a small to large organization.

Course Code	Module Title	ECTS	Learning hours
	Foundation Management	10	
Module 1	Research Methodology		135
Module 2	Organizational Behavior and Development		135
	Management Core Concepts	10	
Module 3	Applied Managerial Economics		90
Module 4	Finance & Accounting: Theory and Applications		180
	Leadership Development	10	
Module 5	Leadership and Ethics		135
Module 6	Business Intelligence Applications		135
	Decision Making	10	
Module 7	Management Control Systems		135
Module 8	Financing & Investment Decision Making		135
	Globalization Perspectives	10	
Module 9	Global Logistics & Supply Chain Management		90
Module 10	Strategic Marketing		90
Module 11	Global Business, Innovation and Risk Management		90
	Integrative Concepts	10	
Module 12	Strategic Management and Business Policy		135
Module 13	Integrated Business Research Project		135

Prerequisite coursework

Prerequisites to all Executive MBA courses shall be determined at the discretion of the Executive MBA Committee. In general, the business or government management/leadership experience prescribed in the admissions criteria is sufficient. However, if a particular skill-set or background knowledge is missing, a pre-requisite course can be required. The program encompasses the business skills and knowledge needed to act in a leadership capacity in a small to large organization.

Transfer of Credits

Transferring KIMEP credits

Business related credits earned in degree status at KIMEP are permanent and can be used in any degree program for which the credits are appropriate. If a student is withdrawn from KIMEP and later reappplies to study under a new student ID, the credits previously earned can be transferred to the records for the new ID. If requirements have changed then some credits may not be applicable. The curriculum committee of the department or program makes the final determination of whether previous credits correspond to current requirements and can count

towards the degree.

Grade taken at KIMEP, on a different students' ID, can be transferred only if they are "B-" or better."

Students who change degree status or ID number must request that their records be updated during the first semester of study under the new ID number.

Transfer of credits from non-degree status are allowed in case the student transfer from non-degree to a degree status and when student has earned a grade of minimum "B" or better. Up to 15 credits are allowed to be transferred from non-degree to a degree status. Transfer of credits to non-degree status is not allowed.

Transfer of Credits from outside of KIMEP

Business related coursework completed at other accredited universities in Kazakhstan or abroad can be transferred to KIMEP. The verification of MES license or equivalent shall accompany any college decision on credits transferred (except for the institutions that have formal agreement with KIMEP on academic course transfers). Number of credits transferred is a math calculation of course/module content as per current KIMEP credit system.

A student with coursework completed outside of KIMEP should present a request for course/module transfer to the department that would most likely be responsible for the course/module at KIMEP. The application must be accompanied by a detailed course/module syllabus showing the topics covered in the course/module and an official transcript showing the number of credits and the grade or final assessment in the course/module.

1. If an equivalent course/module exists at KIMEP the transcript will indicate the course/module code and course/module title of the KIMEP course. The course/module need not transfer for the same number of credits as the KIMEP course.
2. If a business related course/module does not match a current course/module title then the course/module can be transferred as Special Topics.
3. Courses/modules in disciplines that are not taught at KIMEP can still be transferred as free electives.
4. Courses/modules taught in languages other than English can be considered for transfer if the courses/modules were taken at an accredited university.
5. Credits for courses/modules taken at other institutions of higher education will only be transferred if the student has earned a "B-" or higher grade in the course/module. Transfer of grades earned at graduate level at KIMEP involves a transfer of a letter grade equivalent and will count towards the requirements of Grade Point Average.
6. However, coursework taken at a partner university as part of a KIMEP sponsored student exchange program requires only a passing grade in order to be transferred.
7. No letter grade is assigned to transfer courses/module. Transfer courses/modules are not considered in the calculation of the grade point average.
8. No more than fifty (50) percent of student's degree program requirements can be transferred. No transfer credits to non-degree status are allowed.
9. The course/module transfer decision is an academic decision and the final judgment and decision is made by the department that would most likely be responsible for the course/module at KIMEP (number of credits, level of the course/module, course/module equivalent in KIMEP catalog, etc.).

Registrar may not accept for processing some credits transfers if not satisfied with above. The Academic Council does oversight of the course/module transfer procedure and decision making in case of inconsistencies or student appeals.

ECTS transfer

Coursework completed at European universities is often defined in terms of ECTS (European Credit Transfer System). ECTS is based on workload and learning outcomes rather than on class contact time. Learning time is calculated as 135 hours per existing 3-credit course at KIMEP.

Independent Studies

In light of peculiar course delivery mode at Executive MBA program (sequential delivery), certain students may require to enroll at Independent study course format.

A graduate student (in good academic standing on regular status) may enroll in independent study if:

1. A course/module necessary for graduation is missed when offered at the enrolled cohort.
2. A course/module necessary for graduation is missed with the next cohort when the course is offered.
3. A course/module necessary for graduation is not offered.
4. If a course/module necessary for graduation has been cancelled.

Independent study can be authorized if sufficient courses/modules or substitute courses/modules are not available for the student to make continuous progress towards completing the degree. No more than six credits of independent study can be used for a graduate degree.

The process for completing an independent study is as follows:

1. A faculty member with expertise in the subject area (preferably a faculty member who has previously taught the course) agrees to supervise the independent study.
2. The faculty member submits a study plan detailing the learning objectives, reading assignments, student-faculty contact schedule, and methods of assessment.
3. The Program Administration reviews the study plan. The Program Administration may approve the plan, disapprove the plan, or request additional information.

4. If the Program Administration agrees then a recommendation is made to the dean for final approval.
5. The dean notifies the Registrar's Office in writing of the approval of the independent study. The form for Independent Study is available at Registrar's website.
6. The student registers for the course as independent study and pays the tuition fee at a level of 50% of the regular tuition fee. Independent study course/module tuition fee is considered above tuition fee for the whole Program.
7. At the end of the semester the faculty supervisor submits all documents verifying completion of the independent study along with the grade for the course/module.

Time Limits

All students admitted to the program are admitted as full time students

1. The program is delivered such that students are expected to complete all degree requirements within a 12-month period.
2. The maximum duration of the program is 36 months. Under exceptional circumstances the Executive MBA Committee may extend this period.

Tuition and Refund Policies

There is one fee for the program, set for each cohort group. Information on tuition fee, discounts, payments options and refund policy are available from program office.

Suspension of Studies

The program recognizes that unforeseen circumstances may result in a student being unable to attend one or more courses/modules. In such cases, the student may request a temporary suspension of their studies. This does not mean a withdrawal from the program itself. Requests to suspend studies must be made in writing to the Executive MBA Program Director.

Courses/modules missed during the period of suspension may be taken by joining another Executive MBA cohort. In the event that the course is not offered by the Executive MBA Program, or if the student is unable to attend the course/module that is offered, the student may be required to take a similar course/module (approved by the Executive MBA Program) in KIMEP's regular MBA program. Alternatively, the

student may make a special request to the Executive MBA Program Director to complete the course/module requirement via self-study. Normally, a maximum of one self-study course/module will be permitted in the program. At the discretion of the program additional requests may be considered in exceptional circumstances.

In the cases of courses/modules taken by joining another Executive MBA cohort, or taken with the regular MBA program, there will be no additional charge to the student provided the request for suspension of studies was received prior to the start of the course/module. In the case of self-study the student will be required to pay half the (Executive MBA) full credit value for the course/module.

A suspension of studies does not alter the time allowed to complete the Executive MBA degree. It is the student's responsibility to complete the degree requirements with the time articulated in the 'Degree Requirements' section of the Program Overview and/or KIMEP catalogue.

Retaking of Courses/Modules

Students retaking courses/modules for reasons other than those described above will be required to pay a tuition fee based on the per-credit fee in effect for the Executive MBA class that he/she joins. The tuition fee will be calculated as 'total credits in the program / full tuition fee for the program' * 'credit value of the course/module'.

DOCTOR OF BUSINESS ADMINISTRATION (DBA)

Mission

The main mission of the program is to train scholars, academics and professionals in the design and development of original business research. The program involves a combination of course and research work over a period of approximately six years. This degree will build the graduate's capacity in the areas of teaching and professional business research, and ensures that graduates are placed in the leading positions in academia and businesses. The main objective of the program is to strategically affect all business and economics education in Central Asia, and foster international business techniques to assist in the development of the Kazakhstan economy and educational system. With a team of internationally renowned professors and researchers, and extensive

partnership with some of the top business schools in the world, we are well prepared to deliver a quality DBA program unrivalled in the entire region.

Learning Goals and Objectives:

The DBA program at BCB aims at achieving the following goals:

- Create scholars who can advance business theory and practice;
- Develop effective business educators;
- Encourage analytical thinking, critical analysis and innovative problem solving;

In consideration of the program mission and goals, the DBA program has established a set of learning objectives. Upon completion of the program the DBA graduate should be capable of:

- Making significant intellectual contributions to the body of knowledge in their chosen field;
- Applying relevant theoretical knowledge to contemporary business problems;
- Applying a range of qualitative and quantitative research methods;
- Critically evaluating business research studies;
- Demonstrating superior oral and written communication skills;
- Gain expertise in respective areas such as management, finance and accounting.

Admissions

Admission to the DBA program is highly competitive. Admission is granted to candidates deemed most likely to complete and benefit from the program. The final decision on admission is based on a comprehensive assessment of the applicant's overall qualifications and commitment to the program.

Requirements for admission to the DBA program include:

- A) A master's degree or equivalent from a nationally attested or internationally recognized university;¹
- B) Official GMAT score of at least 600 or equivalent;²
- C) Official TOEFL score of at least 600 or equivalent;²
- D) At least three years of experience in a corporate, government, academia or non-profit organization;

¹ Students who do not hold an MBA degree or an equivalent degree in Business are required to take prerequisite business courses before taking any DBA courses.

² more than five years old and must be sent directly from the Educational Testing Service (ETS).

- E) At least two professional letters of recommendation;
- F) A typed statement of purpose (500 words or less) that states the applicant's academic and professional interests; how the applicant will benefit from the DBA program professionally and personally; the applicant's strengths and qualities that will enable him/her to complete a rigorous doctoral program; and the specific reasons for choosing KIMEP;
- G) A professional resume;
- H) An Admissions Interview.

Degree Requirements

The DBA program has five major components*:

1. Coursework (30 credit hours).
2. Comprehensive Examinations (3 credit hours).
3. Dissertation Proposal Defense (6 credit hours).
4. Complete 2 Research Papers.
5. Dissertation Defense.

Each component requires a different set of analytical, writing and research skills that are required for a doctoral degree. Although the coursework is designed to prepare the student for their qualifying exam and dissertation successful completion of the coursework therefore does not assure passing the comprehensive examinations, and passing the comprehensive examinations does not assure completing the dissertation.

1. Course work (30 credit hours)

Research Methodology and Econometrics: 3 courses	9
Major area courses: 5 courses	15
Elective courses: 2 courses	6
Total	30

**Students without sufficient business education background are required to undertake additional coursework as previously mentioned.*

Grade Point Average

A student must maintain a cumulative 3.33 GPA throughout the program. Courses in which grades below "B-" are received but are not accepted for the DBA degree. Grades received in courses transferred from another institution are not included in calculation of the grade point average. If a grade of "C+" or lower is received, the student should repeat the course. More than one retake should acquire an approval

from the Council. When the GPA is calculated, the grade for the repeated course will substitute for the original grade. Grades of “I” turn to “AW” if work is not completed within one year

2. Comprehensive Examinations (3 credit hours)

Before admission to candidacy, a doctoral student must pass a comprehensive examination in the field of concentration. The examination must be written and oral and will test the student’s mastery of a broad field of knowledge. To take the comprehensive exam, a student must complete the coursework listed on his/her degree plan, and earn at least four semesters of residence. A student is eligible to take the written comprehensive examination after completing all coursework in with a GPA of 3.33 or better.

3. Dissertation Proposal Defense (6 credit hours)

4. Complete 2 Research Papers

DBA Students are required to produce two papers in their major area that are suitable for publication or presentation at an international conference.

5. Dissertation (21 credit hours)

The Committee must consist of five members of which at least one, and no more than two, may be outside member(s). The role of the outside member of a doctoral dissertation committee “is to bring in a different perspective on the subject than that offered by the BCB faculties. The outside member should be Academically Qualified and fulfill the requirements endorsed by the research committee and should be in a field related to the dissertation s area. The student will present an oral defense of their dissertation in front of the members of the dissertation committee and in a public forum. Any members of the KIMEP faculty will be eligible to attend. Invitations will be sent to the KIMEP faculty at large.

SPECIALIZATIONS

- Accounting
- Finance
- Management

DBA CURRICULUM 2012-2013

Doctoral Requirements for all DBA students	
1. Research Methodology and Econometrics (9 credit hours):	
BUS 6301 Research Methods I	
BUS 6302 Research Methods II	
BUS 6303 Econometrics	
2. Major Area Courses (15 credit hours):	
Accounting	ACC 6301 Accounting Research ACC6302 Accounting Related Capital Markets Research ACC6303 Management Accounting Research ACC6304 Judgment and Decision Making in Accounting ACC 6305 Special Topics in Accounting
Finance	FIN 6301 Theory of Finance FIN 6302 Research in Finance FIN 6303 Corporate Finance FIN 6304 Financial Markets and Institutions FIN 6305 Special Topics in Finance
Management	MGT 6301 Business and Entrepreneurship MGT 6302 Organizational Behavior and Leadership Theories MGT 6303 Management and Organization Theory MGT 6304 Strategic Management and Competitive Analysis MGT 6305 Special Topics in Management

3. Elective courses (6 credit hours) the minor area, chosen by the student in consultation with the Associate Dean and can be chosen from any areas outside of the major
4. Comprehensive Exams in Major field (3 credit hours)
5. Defense of the dissertation proposal (6 credit hours)
6. Complete 2 Research Papers
7. Formal Defense of the candidate's dissertation (21 credit hours), students must register for a minimum of 21 credit hours for the dissertation a minimum of 60 credit hours to complete the coursework and dissertation

DBA PROGRAM ACADEMIC POLICIES

In general, academic policies on registration, course load, class attendance, withdrawal, etc., apply to doctoral students the same as to other graduate students. In other cases there may be a separate policy for doctoral students which take precedence over general academic policy.

Independent Study Policy

An Independent Study is a course in which the instructor will direct student(s) in a non-classroom environment to replace a regular (traditional) course when the regular course cannot be offered by the program for the current semester due to various reasons.

The purpose of an Independent Study course is to help the student complete their course requirements in a timely manner. Any course in the curriculum can be taken as an independent study if there is consent from the instructor who offers the course and approval from the DBA Council. The Independent Study workload should be equivalent to a regular DBA course. Students must submit an Approval for Independent Study Form (Appendix A) to ODPR. A DBA Student may take a maximum of 9 credits as independent study.

Transfer of Credit

Unless coursework has been transferred, students must take a minimum of 60 credits to satisfy the requirements of the DBA program. A transfer of credit may be given for a post-graduate level course completed by the student especially if taken as part of an official exchange program. A maximum of nine credits of coursework may be transferred upon petition to the DBA Council. Transfer credits are allowed only for courses from accredited institutions with a grade of B or higher. A doctoral student must successfully complete one semester in residency at BCB before the coursework is eligible for transfer. The transfer of credit must be approved by DBA council.

Financial Support

Students will be awarded a tuition waiver and monthly stipend in exchange for a teaching assistantship (TA) or research assistantship (RA) position during both semesters of the academic year. Teaching assignments and research fellowships are also available during summer semester.

There is no separate financial assistance application form. All applicants who submit a complete application for admission by the application deadline are considered for financial assistance.

COLLEGE OF SOCIAL SCIENCES

ADMINISTRATION
GENERAL INFORMATION
DEPARTMENT OF
ECONOMICS
DEPARTMENT OF
JOURNALISM AND MASS
COMMUNICATION
DEPARTMENT OF
INTERNATIONAL RELATIONS
AND REGIONAL STUDIES
DEPARTMENT OF PUBLIC
ADMINISTRATION
UNDERGRADUATE DEGREE
PROGRAMS:

BACHELOR OF ARTS IN
ECONOMICS (BAE)
BACHELOR OF ARTS
IN INTERNATIONAL
JOURNALISM (BAIJ)
BACHELOR OF SOCIAL
SCIENCE IN PUBLIC
ADMINISTRATION (BSS IN PA)
BACHELOR OF SOCIAL
SCIENCE IN INTERNATIONAL
RELATIONS (BSS IN IR)
GRADUATE DEGREE
PROGRAMS:

MASTER OF ARTS IN
ECONOMICS (MAE)
MASTER OF ARTS IN
INTERNATIONAL

JOURNALISM AND MASS
COMMUNICATION (MAIJMC)
MASTER OF PUBLIC
ADMINISTRATION (MPA)
MASTER OF INTERNATIONAL
RELATIONS (MIR)

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GENERAL INFORMATION

Statement of Purpose

The College promotes understanding about society, its structure, its relationship to both the state and the marketplace, and the means by which information is disseminated throughout society. The College accomplishes its purpose by:

- Developing graduates who are independent and highly qualified critical thinkers, who are well prepared for graduate social sciences study in English, and who can become the future leaders of the public and private sectors, including news media, in a modern Kazakhstan.
- Conducting and disseminating applied and academic research for the betterment of Kazakhstan and Central Asia more generally.
- Contributing, through our graduates, to the securing of the foundations for democratic government, strong civil society, good laws and fair law enforcement in the region.

Mission Statement

The goal of the College is to aid in the building of civil society in Kazakhstan and, through our graduates who move beyond its borders, in Central Asia and

elsewhere. The College strives to play a significant role in promoting societal and political liberalization throughout the region, thereby contributing to the quality of people's lives both materially and culturally.

The strategy for achieving the mission is to develop and disseminate knowledge of diversified human economic, social and political experience relevant to Central Asia. We recognize that life is complex and that not all the situations our graduates will face will be easily understood. That's why we prepare them to think analytically and critically about past and present human experience at the individual, group, national and global levels. That is also why we provide our students with the values, the basic analytical knowledge and techniques, and the employment-relevant and problem-solving skills they needed to be able to address both the anticipated and the unknown challenges that lie ahead in the 21st century. Our students are prepared for a wide variety of graduate programs in the social sciences and for career opportunities in business, journalism, government, social services and education.

We want all our students to experience a vibrant academic community, one in which they have opportunities to:

- Mix with foreign exchange students and visiting field-work students.
- Learn from, and be mentored by, visiting professors and our well qualified and experienced foreign and local faculty.
- Study abroad for credits at one of our world-class partner universities.
- Be paid as teaching and research assistants to work with faculty committed to delivering high-quality teaching and learning and research.

Profile

The College is a union of four disciplines that range from classical social science theory to professionally oriented curricula. The faculty is a mix of both foreign faculty and Kazakhstani faculty. Not only are the faculty academically qualified, but they possess a wealth of professional experience which is important in developing and mentoring the professionals of the future.

To provide a focus for the College's research and scholarship activities, there are three academic research centers:

- The Central Asian Studies Center
- The European Studies Center
- Central Asian Center for Media and Society

More than 1000 students are enrolled in the College of Social Sciences degree programs at the undergraduate and graduate levels.

Degree Programs

The College is administratively divided into five departments: Economics, Journalism, International Relations and Regional Studies, Public Administration, and General Education. Each department, except the latter, currently has an undergraduate degree program and a graduate degree program.

DEPARTMENT OF ECONOMICS

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(ext: 3043, 3041)

e-mail: economics@kimep.kz

Mission Statement

The Department provides international-standard education in economics. It is a center of education with relevance to the region and beyond.

Its core mission is to train students in the economic way of thinking and the application of analytical tools to social, business and economic policy issues. It aspires to enable its students to compete on an equal footing with graduates from top-ranking departments anywhere in the world. It trains graduates to lead and support decision-making processes at all levels in organizations in business and society and inculcates them with a set of concepts and ideas that transcend cultural boundaries.

The Department prepares its students for a wide range of career choices in government, financial institutions, private and public sectors, intergovernmental as well as multilateral institutions. It provides its students, accordingly, with personal development and a choice of courses and specializations, such that they can match their educational profile to the career they wish to pursue. The greatest strength of an education in economics, however, is the variability of how it can

be applied and the rigor and clarity of thinking that it imparts.

Administration

Department Chair
Aloysius Ajab Amin, PhD

Degree Programs

The Department of Economics offers a Bachelors of Economics and Management at the undergraduate level and a Master of Arts in Economics for post-graduate students.

DEPARTMENT OF JOURNALISM AND MASS COMMUNICATION

Office № 418 Valikhanov Building
Tel.: +7 (727) 270-42-96
(ext. 3110),
e-mail: jmc-asst@kimep.kz

Mission Statement

The Department of Journalism and Mass Communication offers the skills and understanding needed for success in professional communication, in such fields as Public Relations, online and print Journalism, Management of media organizations, and Broadcasting. In an age of Internet-propelled change, effective communication is essential. Ours is the leading program in Central Asia for preparing students for professional and academic excellence. Courses are taught in English, giving graduates the strong language skills that help them achieve their dreams around the world.

The Department offers international-level opportunities to aspiring communication specialists. We have strong ties with Journalism, Broadcast and Public Relations leaders, both internationally and in Kazakhstan. This helps J&MC graduates gain key positions in a full range of media companies. Beyond media employment, many graduates become leaders in commercial, governmental and non-governmental organizations, which increasingly demand communication and media expertise.

At the same time, the Department prepares students for academic prominence. Our graduates earn Ph.D.s

in leading Western universities. Analytical and research skills, valued by employers all over the world, are a central part of each course.

Students learn from highly qualified international professors with a wealth of both professional and academic experience. Instructors from Kazakhstan combine Western training with extensive local knowledge. The J&MC department is strongly student-focused and supportive. We treat each student as an individual, helping them complement practical skills with a superb knowledge base. Departmental facilities are exceptional, giving graduates outstanding hands-on skills and problem-solving abilities.

The Department of Journalism and Mass Communication is Kazakhstan's leader in professional communication education at an international level. We are committed to the success and satisfaction of our students, and to the development of Kazakhstan in an interconnected world of information.

Administration

Department Chair
Kozhamkulova Sholpan, Ph.D.

Degree Programs

The Department of Journalism and Mass Communication offers a Bachelor of Arts in International Journalism, with majors in Media Management and in Public Relations, and a Master of Arts in International Journalism and Mass Communication, with majors in Journalism and Media Management and in Public Relations and Advertising.

DEPARTMENT OF PUBLIC ADMINISTRATION

Office № 306 (Valikhanov building)
Tel.: +7 (727) 270-42-66
(ext. 3049),
e-mail: dpmngr@kimep.kz

Mission Statement

The mission of the Department of Public Administration is to deliver international-standard education and research in public policy, administration, and management relevant to Kazakhstan and the Central Asian region.

The Department's operational goals are to:

- Educate Kazakhstani and Central Asian professionals for future leadership in government, business, and the NGO sector.
- Provide students with the analytical and practical skills needed for them to be successful researchers, policymakers, and managers.
- Foster within students an ethos of public service and active citizenship.

The Department realizes its goals through a diverse and highly qualified local and foreign faculty and support staff. It offers an interdisciplinary range of courses in areas such as financial management, public administration, environment, health, and education, while encouraging students in a broad range of research endeavors of their own choice. Its program is rounded out through a Public Administration Internship which places candidates in their choice of public, private, and non-government organizations, including the Parliament of Kazakhstan. Graduates of the Department of Public Administration are accepted into top Western universities.

The Department is an institutional member of various organizations, such as the National Association of Schools of Public Affairs and Administration (NASPAA), the Network of Asia-Pacific Schools and Institutes of Public Administration and Governance (NAPSIPAG), and the Network of Institutes and Schools of Public Administration in Central and Eastern Europe (NISPAcee). The membership in NISPAcee qualifies the Department to apply for accreditation of its programs by the European Association for Public Administration Accreditation (EAPAA).

Administration

Department Chair
Taiabur Rahman PhD.

Degree Programs

The Department of Public Administration offers a Bachelor of Social Sciences in Public Administration for undergraduate students and a Master in Public Administration for post-graduate students.

DEPARTMENT OF INTERNATIONAL RELATIONS AND REGIONAL STUDIES

Office № 108 (Valikhanov building)

Tel: +7 (727) 270-42-79/88

(ext. 3001/3050);

e-mail: psdep@kimep.kz

Mission Statement

The Department of International Relations and Regional Studies is designed to produce graduates capable of taking on leadership roles in the challenging arena of world affairs, including positions within the diplomatic corps, multinational corporations, education and non-governmental organizations. Our multidisciplinary program provides a cutting-edge, well-rounded education, modeled on and delivered according to the highest international standards. Our program of study has received international recognition from top programs such the Internal Masters in Russian, Central and Eastern European Studies program in Glasgow University, UK, which now offers a joint degree with our Master of International Relations program. By closely cooperating with two new KIMEP-based research institutes, the Central Asian Studies Center and the European Studies Center, the Department is establishing itself as an internationally recognized base of excellence in research and the training of future scholars.

Objectives of the Department

The Objectives of the Department are to:

1. Train professionals capable of taking on challenging jobs and playing leadership roles in the international arena, as diplomats, consular agents, communications officers, international affairs analysts and advertising specialists.
2. Provide a solid foundation for future scholars who want to pursue graduate study and research in international relations and related fields in the social sciences and humanities.
3. Foster students' critical and analytical thinking and to expand their linguistic, technical, research and communication skills.
4. Analyze the core fields and sub-fields in the discipline through innovative teaching.
5. Develop student/faculty collaboration that allows students to attain the political literacy necessary for good citizenship.

6. Help students understand the concepts, theories and methodologies used in the disciplines so that students can integrate theoretical knowledge and practical experience.

Administration

Department Chair
Alessandro Frigerio, PhD.

Degree Programs

The Department of International Relations and Regional Studies offers a Bachelor of Social Sciences in International Relations (BSSIR) for undergraduate students and a Master in International Relations (MIR) for post-graduate students.

UNDERGRADUATE DEGREE PROGRAMS

To earn a degree from the College of Social Sciences, a student must fulfill the following requirements:

1. Fulfill all KIMEP degree requirements, which include the completion of all General Education Requirements and completion of a minimum of 129 credits.
2. Completion of 12 credits of Social Science foundation courses. The required courses are:

ECN2103 ECN1101	Microeconomics or Introduction to Economics
JMC2611	Introduction to International Journalism
POL2511 IRL2512	Fundamentals of Political Science or Fundamentals of International Relations
PAD2111	Fundamentals of Public Administration

3. Completion of an internship, research project or an approved substitute (6 credits) as specified by the program requirements.
4. Completion of the requirements of a degree program offered by the College of Social Sciences.

The College of Social Sciences offers the following undergraduate degree programs:

- Bachelor of Arts in Economics (BAE)

- Bachelor of Arts in International Journalism (BAIJ)
- Bachelor of Social Sciences in International Relations (BSS in IR)
- Bachelor of Social Sciences in Public Administration (BSS in PA)

Each degree program has one or more options for a major. In some programs the student is not required to complete a major. A student who graduates without a major has more flexibility in selecting elective courses within the program.

The following table illustrates the general structure of the degree programs in the College of Social Sciences. The exact details are given under each degree program.

General Education Requirements	48
College Foundation Courses	12
Program Requirements	24
Major	24
Internship	6
Free Electives or Minor	15
Total Required for Graduation	129

BACHELOR OF ARTS IN ECONOMICS (BAE)

Statement of Purpose

The BAE program teaches students how to analyze social and economic systems. This gives them flexibility in thinking and in choice of career. The program emphasizes intuition and empirical foundations of economic analysis.

Learning Objectives

In order to ensure that graduates have the critical perspective necessary to lead and the skills to support decision making, the BAE program aims to impart:

- Knowledge of core concepts and theories of economics sciences and the ability to put them into perspective, that is to compare their predictions and to critically assess their applicability in different circumstances.
- The ability to structure and analyze situations and to critically assess and evaluate solutions.
- The relevant practical skills to establish relationships between economic variables.

- The ability to communicate ideas and information clearly and effectively in oral and written English.
- The ability to work effectively with others in the pursuit of common objectives.

BAE Curriculum

To earn a Bachelor of Arts in Economics a student must complete 129 credits.

General Education Requirements	48
College Foundation Courses	12
Program Requirements	24
Major	24
Internship	6
Free Electives or Minor	15
Total Required for Graduation	129

General Education Requirements

Students should choose the General Education courses with the assistance and advice of the academic advisers. The following are some guidelines for students in the BAE program. For details, see Undergraduate General Education requirements

Mathematics: BAE students must take GEN 1201 Mathematics for Business and Economics.

Research problem-solving skills: It is strongly recommended that BAE students take GEN 2410 Calculus, as it is a prerequisite for the program required course ECN 3103 Quantitative Methods for Economics.

Honors Thesis (ECON4183) The economics department offers an opportunity for students to do independent research in consultation with a faculty adviser. Students interested in doing an Honors Thesis must set up an appointment with a faculty member who may specialize in the student's potential topic.

What are the eligibility requirements?

In order to register in ECON 4183 Honors Thesis, students must have a 3.4 cumulative grade point average after completing 90 credits; have a grade of B+ or higher in ECN 4104 Research Methods and Methodology and econometric methods courses; submit an Honors Thesis Proposal that states comprehensively the thesis topic and plans; and obtain a written acceptance from the faculty adviser.

Guidelines for Honors Thesis

Writing the honors thesis

The thesis should analyze an economic problem. It should follow the structure of a journal article: An introduction, an explanation of the methodology used, an evaluation of the data, and conclusions. The paper should be at least 30 – 40 pages long, with supporting data, graphs and appendices. It should present quantitative work as well as theory. Students should follow The Chicago Style Manual.

Grading of the Honors Thesis

The thesis is graded on a traditional plus/minus grading scale (e.g., A, A-, B+). The lowest acceptable grade is "B-." Six credits will be awarded. The faculty adviser will determine the final grade based on the quality of the thesis and on feedback from two faculty members.

The following criteria will be applied:

- Is the argument of the thesis sound?
- Does valid evidence and do examples support the argument of the thesis?
- Is the essay well organized? Are the parts arranged in a clear sequence?
- Is the essay well researched?
- Is the thesis well presented?
- Are there mistakes in word usage or spelling?

College of Social Science Requirements

ECN2103 Microeconomics, which is a core Economics course, is taken as a college requirement. For details, see the College of Social Science Requirements

Admissions

See the Enrollment Management Section; Admission Criteria

BAE program requirements

The following courses are required by all students in the BAE program. All courses are three credit courses for a total of 24 credits.

Course Code	Course Title
ECN2102	Macroeconomics
ECN2083	Introduction to Statistics
ECN3081	Intermediate Microeconomics
ECN3082	Intermediate Macroeconomics

ECN3103	Quantitative Methods for Economics
ECN3184	Econometric Methods
ECN3189	Economy of Kazakhstan
ECN4104	Research Methods and Methodology

Internship requirements

All BAE students are required to complete a 6-credit internship. Students may select from the following three options:

OPTION A: Introductory Internships	
CSS3001.1: Introductory Internship (Kazakhstan Parliament) Foundation Course	3 credits
CSS3001.2: Introductory Internship: Kazakhstan Parliament	3 credits
OR	
CSS3002.1: Introductory Internship (Ministry of Economic Development and Trade) Foundation Course	3 credits
CSS3002.2: Introductory Internship: Ministry of Economic Development and Trade	3 credits
OPTION B: Professional Internships	
ECN 3888 Professional Internship in Economics I	3 credits
ECN 3888.1 Professional Internship in Economics II	3 credits
OPTION C: Applied Research Project	
ECN 3888 Professional Internship in Economics I	3 credits
ECN 3889 Research Project	3 credits

Major requirements

The BAE program offers two majors: Business Economics and International Economics. Students who want a flexible curriculum may choose to graduate without a major.

International Economics prepares students to work with international organizations such as IMF, World Bank, WTO, multinational organizations, international law firms, financial institutions, government agencies, such as ministry of commerce and trade and research organizations.

Business Economics prepares students for business and finance. In this major, students may concentrate on financial economics if they wish. Such specialists

may become financial analysts, risk-performance analysts, investment bankers, investment brokers, and financial consultants.

Students may graduate with or without a major. To graduate without a major, a student must complete 24 credits in Economics courses.

Major in International Economics

Major requires all courses of Group A and 3 elective courses from Group B and any 3 additional ECN courses of 3000 level or higher

<i>Group A: Required courses for major</i>	
ECN4111	International Finance
ECN4112	International Trade
<i>Group B: Additional courses for major</i>	
ECN3101	World Economy
ECN3350	Financial Economics I
ECN4121	Public Economics I
ECN4122	Labor Economics
ECN4153	Law and Economics
ECN4154	Government and Business
ECN4169	Economics of Less Developed Countries
ECN4351	Foreign Exchange Markets
ECN4359	Investment in Emerging Markets
FIN4235	International Financial Management
MGT3210	International Business
IRL 3523	International Political Economy

Major in Business Economics

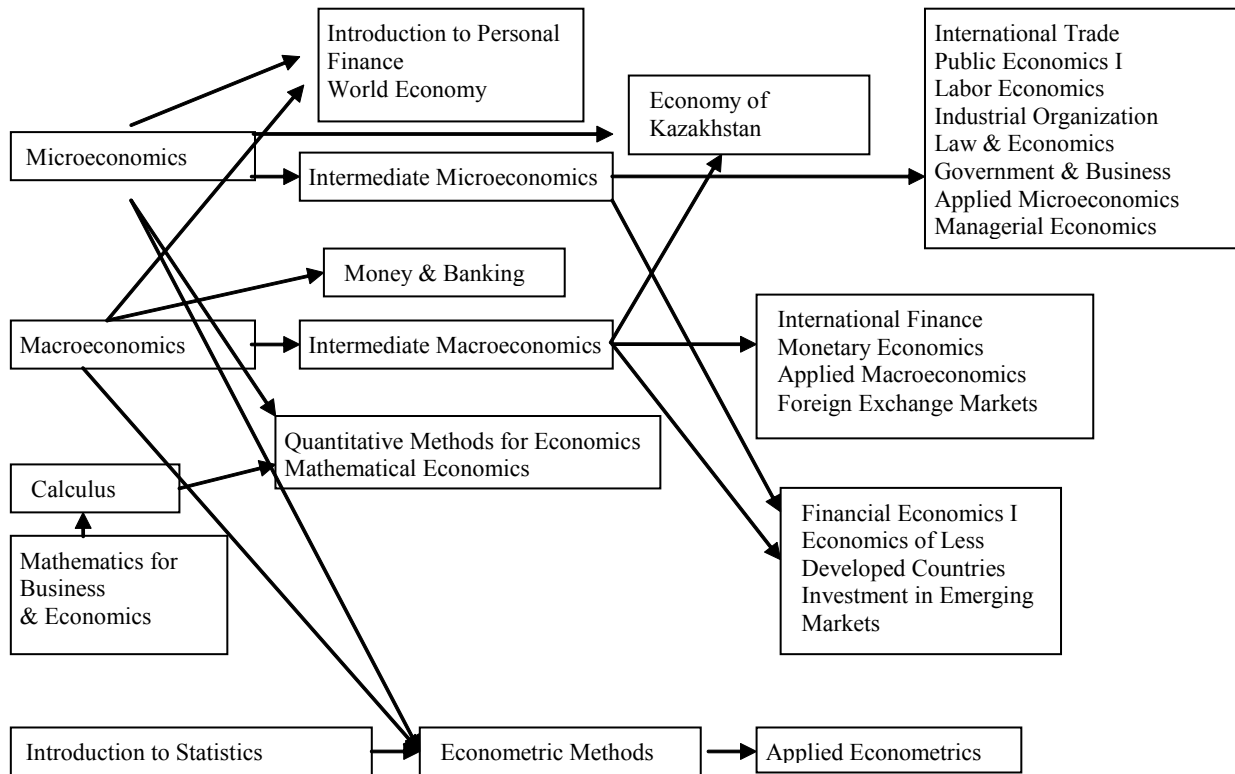
Major requires 5 elective courses from the list below and any 3 additional ECN courses of 3000 level or higher

ECN2360	Introduction to Personal Finance
ECN3151	Managerial Economics
ECN3155	Money and Banking
ECN3193	Project Appraisal
ECN3350	Financial Economics I
ECN4111	International Finance
ECN4112	International Trade
ECN4152	Industrial Organization
ECN4153	Law and Economics
ECN4154	Government and Business

ECN4351	Foreign Exchange Markets
FIN3230	Financial Institution Management
FIN4231	Commercial Banking

Prerequisites

The following chart illustrates which Economics courses have prerequisites. For details see course descriptions. All required English courses must be completed before taking Microeconomics or Macroeconomics.



Program Plan

The following table is a sample program of study to finish the BAE degree in four years.

1 st Year			1 st Year		
Fall Semester			Spring Semester		
GEN1120	Academic Reading and Writing I	3	GEN1110	Academic Listening and Note Taking	3
GEN1100	English Speaking	3	GEN1121	Academic Reading and Writing 2	3
GEN1000	History of Kazakhstan	3	GEN1300	Introduction to Computers	3
GEN1201	Math for Business and Economics	3	GEN2410	Calculus	3
KAZ	Kazakh	3	KAZ	Kazakh	3
	Total	15		Total	15
2 nd year			2 nd year		
Fall Semester			Spring Semester		
GEN	General Education Elective	3	GEN	General Education Elective	3
ECN2103	Microeconomics or	3	ECN3081	Intermediate Microeconomics	3
ECN 1101	Introduction to Economics	3	ECN3082	Intermediate Macroeconomics	3
ECN 2102	Macroeconomics	3	ECN2083	Introduction to Statistics	3
ECN3103	Quantitative Methods for Economics	3	POL2511	Fundamentals of Political Science or	3
JMC2611	Introduction to International Journalism	15	IRL 2511	Fundamentals of International Relations	15
	Total			Total	

3 rd year			3 rd year		
Fall Semester			Spring Semester		
GEN	General Education Elective	3	GEN	General Education Elective	3
ECN3189	Economy of Kazakhstan	3	ECN3184	Econometric Methods	3
PAD2111	Fundamentals of Public Administration	3	ECN	Major course	3
ECN	Major course	3	ECN	Major course	3
ECN	Major course	3	ECN	Elective course	3
	Elective course	3		Elective course	3
	Total	18		Total	18
ECN3888	Summer Semester: Internship	3			3
4 th year			4 th year		
Fall Semester			Spring Semester		
GEN	General Education Elective	3	GEN	General Education Elective	3
ECN4104	Research Methods in Economics	3	ECN	Major course	3
ECN	Major course	3	ECN	Major course	3
ECN3888_1	Major course	3		Elective course	3
	Internship	3		Elective course	3
	Total	15			15

MINORS FROM DEPARTMENT OF ECONOMICS

In order to earn a minor degree in economics students must take at least 15 credits in total. The Department of Economics offers the following three minors for all non-BAE students:

a) Minor in Economics

In order to earn a minor in Economics, students have to take all required courses plus any other three additional courses from Economics Department with code ECN3000 and above to complete 15 total credits.

Required courses for minor in Economics:

ECN3081 Intermediate Microeconomics
ECN3082 Intermediate Macroeconomics

b) Minor in Financial Economics

In order to earn a minor in Financial Economics, students have to take all required courses and additional courses for this minor to complete 15 total credits.

Required courses for minor in Financial Economics:

ECN3081 Intermediate Microeconomics
ECN3082 Intermediate Macroeconomics

Plus 3 more of these courses for minor in Financial Economics:

ECN2360	Introduction to Personal Finance
ECN3155	Money and Banking
ECN3189	Economy of Kazakhstan
ECN4111	International Finance
ECN4125	Monetary Economics
ECN4351	Foreign Exchange Markets
ECN3350	Financial Economics I

c) Minor in International Economics

In order to earn a minor in International Economics, students have to take all required courses and additional courses for this minor to complete 15 total credits.

Required courses for minor in International Economics:

ECN3081	Intermediate Microeconomics
ECN3082	Intermediate Macroeconomics
ECN4111	International Finance
ECN4112	International Trade

Plus 1 more of these courses for minor in International Economics:

ECN3189	Economy of Kazakhstan
ECN3101	World economy
ECN4351	Foreign Exchange Markets
ECN4169	Economics of Less Developed Countries
ECN4359	Investment in Emerging Markets

d) Minor in Business Economics

In order to earn a minor in Business Economics, students have to take the one required courses and additional courses for this minor to complete 15 total credits.

Required course for minor in Business Economics:

ECN3081 Intermediate Microeconomics

Plus 4 more of these courses for minor in Business Economics:

ECN2360	Introduction to Personal Finance
ECN3103	Quantitative Methods in Economics
ECN3151	Managerial Economics
ECN3184	Econometric methods
ECN3193	Project Appraisal
ECN4152	Industrial Organization
ECN4153	Law and Economics
ECN4154	Government and Business

BACHELOR OF ARTS IN INTERNATIONAL JOURNALISM (BAIJ)

Statement of Purpose

The Department prepares well-trained communicators, providing them the practical, technical and language skills necessary to develop Kazakhstan's media environment.

The Bachelor of Arts in International Journalism (BAIJ) is a four-year program that primarily enrolls recent high school graduates who want to pursue careers in mass media and mass communication.

Mission

The BAIJ program is committed to providing students with a clear understanding of the fields of Public Relations, print and electronic journalism, with practical preparation for success as professionals or academics in these or related areas.

Learning Objectives

Students who graduate with a BAIJ degree will be prepared to enter employment in journalism, public relations, or another field of mass communication.

This preparation is based on developing understanding and practical skills, including the abilities to:

- Comprehend the role of professional communication in Kazakhstan and the world.
- Investigate and become skilled at the practices of media and mass communication.
- Study and apply major ethical standards related to the practices of professional communication.
- Learn and apply legal issues related to the practice of communication in Kazakhstan.
- Understand the impact of new information technologies on the practice of Public Relations, Management, Broadcasting and Journalism.
- Comprehend historical and contemporary practices in CIS and Kazakhstan and in other regions of the world, as well as major social, economic, and political issues affecting those practices.
- Develop the analytical skills to critically evaluate verbal and visual communication.
- Gain the analytical skills to conceive and produce professional and/or academic communication materials.
- Enhance practical skills for effective traditional and online communication.
- Learn the skills and understanding needed to conduct journalistic research, using a variety of method; and
- Gain practical experience as an intern in a professional communication workplace.

BAIJ Curriculum

To earn a Bachelor of Arts in International Journalism, a student must complete 129 credits.

General Education Requirements	48
College Foundation Courses	12
Program Requirements	27
Major	21
Internship	6
Free Electives or Minor	15
Total Required for Graduation	129

General Education Requirements

See Undergraduate General Education requirements

College of Social Science Requirements

See College of Social Science Requirements

Admissions

See the Enrollment Management Section; Admission Criteria

BAIJ program requirements

The following courses are required by all students in the BAIJ program. All courses are three credit courses for a total of 27 credits.

Course Code	Course Title
JMC2612	New Information Technologies
JMC2607	Ethics in Journalism
JMC3606	Press Law in Kazakhstan
JMC3608	Journalism of Kazakhstan and CIS
JMC3201	News writing
JMC3211	Editing
JMC3622	Print Journalism
JMC3623	Broadcast Journalism
JMC4612	Online Journalism

Internship requirements

All students are required to complete two internships. Students in the BAIJ program register for

JMC3611	Internship 1
JMC3612	Internship 2

JMC3611 may be completed twice for credit as long as the content of the two internships varies.

Major requirements

The BAIJ program offers two majors: Media Management and Public Relations. Students who want a flexible curriculum may choose to graduate without a major. In such cases, students should complete 21 credits in BAIJ elective courses.

The Media Management major is designed for students who want to manage news organizations. To work successfully on the management side of media, students need to understand the various information businesses, such as newspapers, magazines, radio, television and online. In addition, students need to have a foundation in management economics and business administration to work effectively in this field.

The Public Relations major teaches students how to serve as intermediaries between organizations and those organizations' important publics. They will learn communication skills needed to advise management, set policies, and plan and execute strategic campaigns. The program includes business administration and management courses.

Major in Media Management

Major requires all courses of Group A, one course from group B, one from Group C, and any two additional JMC courses

Group A: Required courses for major

JMC3609	Principles of Media Management
JMC4601	Advertising and Media Sales
MGT1201	Introduction to Business

Group B: Additional courses for major

JMC4201	Advanced News Writing
JMC4630	Public Relations Writing

Group C: Additional courses for major

JMC3605	Political Communication
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Major in Public Relations

Major requires all courses of Group A, one course from group B and any two additional JMC courses

Group A: Required courses for major

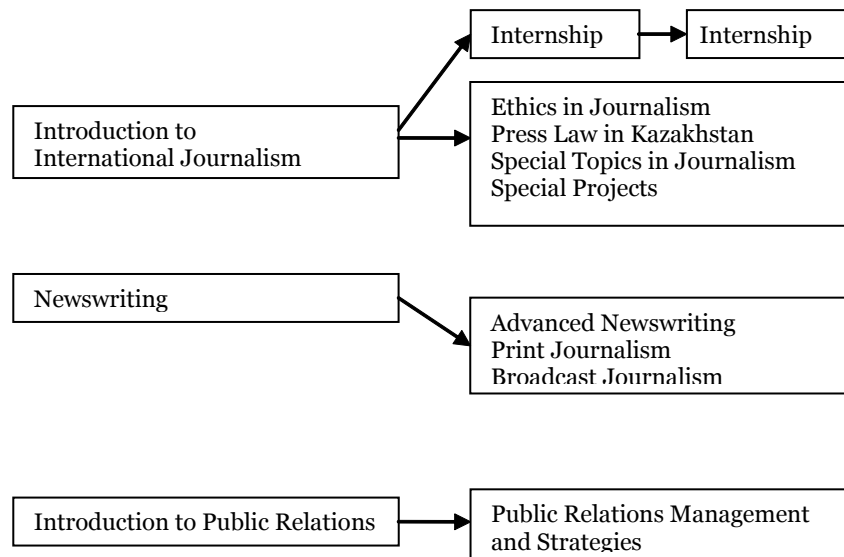
JMC2608	Introduction to Public Relations
JMC4209	Public Relations Management and Strategies
JMC4601	Advertising and Media Sales
JMC4630	Public Relations Writing

Group B: Additional courses for major

JMC3605	Political Communication
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Prerequisites

The following chart illustrates which Journalism courses have prerequisites. Journalism courses not listed on the chart do not have any prerequisites.



Program Plan

The following table is a sample program of study to finish the degree in four years.

1 st Year	Fall Semester		1 st Year	Spring Semester	
GEN1120	Academic Reading and Writing I	3	GEN1110	Academic English Listening and Note Taking	3
GEN1100	Academic Speaking	3	GEN1121	Academic Reading and Writing II	3
GEN1000	History of Kazakhstan	3	GEN1201	Math for the Social Sciences	3
GEN1300	Introduction to Computers	3	GEN	General Education Elective	3
KAZ	Kazakh	3	KAZ		3
	Total	15		Total	15
2 nd year	Fall Semester		2 nd year	Spring Semester	
GEN	General Education Elective	3	GEN	General Education Elective	3
ECN2103	Microeconomics or	3	JMC2605	Mass Media and Society	3
ECN1101	Introduction to Economics	3	PAD2111	Fundamentals of Public Administration	3
POL2511	Fundamentals of Political Science	3	JMC2612	New Information Technologies	3
IRL2512	or		JMC2607	Ethics in Journalism	
JMC2611	Fundamentals of International Relations	3			
JMC	Introduction to International Journalism	3			
	Elective course	15		Total	15
	Total				

3 rd year			3 rd year		
Fall Semester			Spring Semester		
GEN	General Education Elective	3	GEN	General Education Elective	3
JMC3201	News writing	3	JMC3615	Writing for Russian Language Media	3
JMC3211	Editing	3	JMC3622	Print Journalism	3
JMC	Major course	3	JMC	Major course	3
JMC	Major course	3	JMC	Major course	3
JMC	Elective course	3	JMC	Elective course	3
	Total	18		Total	18
	Summer Semester (Internship)	3			
4 th year			4 th year		
Fall Semester			Spring Semester		
GEN	General Education Elective	3	GEN	General Education Elective	3
JMC3653	Broadcast Journalism	3	JMC3608	Journalism in Kazakhstan and CIS	3
JMC3606	Press Law in Kazakhstan	3	JMC	Major course	3
JMC	Major course	3	JMC	Major course	3
JMC	Elective course	3	JMC	Elective course	3
	Total	15		Total	15

MINORS OFFERED BY THE DEPARTMENT OF JOURNALISM AND MASS COMMUNICATION

The Department of Journalism and Mass Communication offers minors in Journalism and in Public Relations. Public Relations is an important skill for students in Public Administration as well as students in Business Administration. The minor requires 15 credits.

Minor in Journalism

Minor requires all courses of Group A, two courses from group B, one additional JMC course

Group A: Required courses for minor

JMC1601	Introduction to International Journalism
JMC3201	News Writing
Group B: Additional courses for minor	
JMC3622	Print Journalism
JMC3623	Broadcast Journalism
JMC3602	Online Journalism

Minor in Public Relations

Minor requires the following courses and one additional JMC course

JMC3605	Political Communication
JMC4209	Public Relations Management and Strategies
JMC4630	Public Relations Writing

BACHELOR OF SOCIAL SCIENCES in PUBLIC ADMINISTRATION (BSS in PA)

Statement of Purpose

The purpose of the Bachelor of Social Sciences (BSS) in Public Administration at KIMEP is to prepare professionals for careers in the public, non-profit, and private sectors through an intellectual and practical interdisciplinary approach. The program aims to prepare prospective managers with skills that enable them to adapt to changing demands within different sectors.

Learning objectives

In order to equip students who graduate from the BSS in PA program with the essential knowledge and skills they need to gain employment in professional, managerial and, ultimately, executive positions in the public, non-profit and private sectors, the program's learning objectives are to ensure that undergraduates have a satisfactory level of knowledge of:

- The concepts and theories that have informed the development of public administration, public policy and public management.
- The nature of the public sector and its relationship to government, civil society and the marketplace, and how it can be institutionally arranged and reformed.
- The concepts and theories of public finance (taxation and expenditure), governmental budgeting and financial management.

- The nature of public organizations and impact of their structure and culture on organizational performance.
- The concepts and theories of motivation, leadership, job design and organizational change that can be applied to improve the performance of public organizations.
- One or more areas of public policy specialization (including natural resources, urban development, social policy, environmental policy, and health policy).

The undergraduates also acquire the necessary cognitive, interpersonal and self-management skills to:

- 1) Undertake research involving the synthesizing, integrating and applying of theoretical constructs to define, analyze and address issues in the fields of public administration, public policy and public management.
- 2) Communicate ideas and information clearly and effectively oral and written English.
- 3) Make appropriate use of information technology for the retrieval, analysis and presentation of information.
- 4) Work effectively with others in the pursuit of common objectives.

ADMISSIONS

See the Enrollment Management Section; Admission Criteria

BSS Curriculum

To earn a Bachelor of Social Science in Public Administration a student must complete 129 credits.

General Education Requirements	48
College Foundation Courses	12
Program Requirements	21
Major	24
Internship or Research	6
Free Electives or Minor	18
Total Required for Graduation	129

General Education Requirements

(48 credits)

Students should choose the General Education courses with the assistance and advice of the academic advisers. The following are some guidelines for students in the BSS program.

The General Education Requirements are explained in Undergraduate General Education section of this Catalog.

College of Social Science Requirements

(21 credits)

Four courses are required. Students planning to study Financial Management should take ECN2103 Microeconomics for the Economics Requirement.

College Foundation courses (12 credits)

ECN2103 or ECN1101	Microeconomics or Introduction to Economics	ONE
JMC1601	Introduction to International Journalism	
POL2511	Introduction to Political Science	
PAD2111	Fundamentals of Public Administration	

Program Requirements (21 credits)

The following courses are required by ALL students in the BSS program. All courses are three credit courses for a total of 21 credits.

Course Code	Course Title
PAD3113	Quantitative Data Analysis
PAD3116	Methods of Social Research
PAF3531	Public Finance
PAD3533	Organization Theory and Design for Public Organizations
PAD3536	Organization Behavior for Public Organizations
PAD3541	Natural Resource Management
PAD3542	Public Policy Analysis

Research/Internship requirements

(6 credits)

All students are required to complete 6 credits of introductory internships (see below) or 6 credits of professional internship, or 6 credits for senior research project:

CSS3001.1	Introductory Internship (Kazakhstan Parliament) Foundation Course (3 credits)
CSS3001.2	
Or	
CSS3002.1	Introductory Internship (Kazakhstan Parliament) (3 credits)
CSS3002.2	
	Or
	Introductory Internship (Ministry of Economics) Foundation Course (3 credits)
	Introductory Internship (Ministry of Economics) (3 credits)
PAD3115	Professional Internship in Public Administration I (3 credits)
PAD3115.1	Professional Internship in Public Administration II (3 credits)
PAD4556	Senior Research Project (6 credits)

Major requirements

The Department of Public Administration offers the following two specializations to students: BSS in Public Policy and Administration, and BSS in Financial Management.

Public Policy and Administration is for students interested in policy issues, politics, public administration, and related areas. It gives students the foundational skills and knowledge needed for understanding the policy process, and provides students with the analytical skills and training necessary for careers in government agencies, business, consulting, and non-profit organizations.

Financial Management provides an opportunity to acquire more of the knowledge and skills that are required to make policy and manage effectively in public and management organizations. It is designed to prepare students to pursue careers as financial analysts in the public, nonprofit, and private sectors. The coursework in this track will have an analytical, problem solving orientation, and focus on effective management of programs and resources.

Major in Public Policy and Administration

Major requires 6 electives from the following list and 2 additional courses offered by Public Administration

PAD3522	Decision Making
PAD3523	Human Resource Management
PAD3524	Leadership and Management
PAD3540	Governance and Development
PAD3543	Urban Development
PAD3546	Comparative Educational Policy and System Design
PAD3547	Social Policy in Transition Countries
PAD3548	Health Care Policy
PAD4003	Public Policy of Kazakhstan
PAD4441	Oil and Gas Policy
PAD4442	Comparative Public Administration
PAD4443	Public Management
PAD4520	Program Evaluation
PAD4541	Gender and Public Policy
PAD4542	Current Issues in Public Policy and Administration
PAD4553	Local Government
PAD4556	Senior Research Project

PAD4542 Current Issues in Public Policy and Administration can be repeated for credit with different topics.

Major in Financial Management

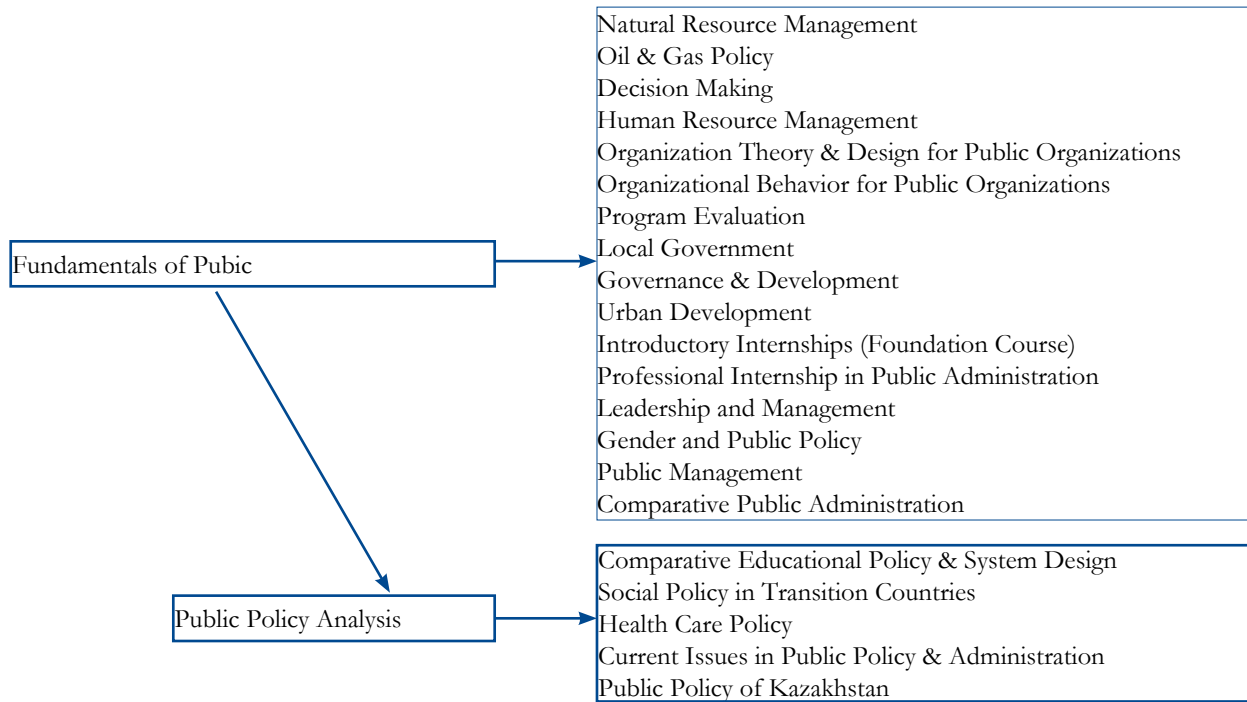
Major requires 6 electives from the following list and 2 additional courses offered by Public Administration

PAF3511	Fundamentals of Public Financial Management
PAF3532	Government and Business
PAF3534	Taxation and Spending in Selected Countries
PAF4531	Investment Management
PAF4532	Current Topics in Financial Management
PAF4533	Financial Management in the Public Sector
PAF4534	Public Budgeting
PAF4535	Public Sector Auditing
PAF4536	Project Appraisal and Management

PAF4532 Current Topics in Financial Management can be repeated for credit with different topics.

Prerequisites

The following chart illustrates which courses have prerequisites. In general, students must complete PAD2111 Fundamentals of Public Administration before taking other public administration courses.



Program Plan

The following table is a sample program of study to finish the degree in four years.

I st Year	Fall Semester		I st Year	Spring Semester	
GEN1120	Academic Reading and Writing I	3	GEN1110	Academic English Listening and Note Taking	3
GEN1100	Academic Speaking	3	GEN1121	Academic Reading and Writing II	3
GEN1000	History of Kazakhstan	3	GEN1201	Math for the Social Sciences	3
GEN1300	Introduction to Computers	3	GEN	General Education Elective	3
KAZ	Kazakh	3	KAZ	Kazakh	3
	Total	15		Total	15
2 nd year	Fall Semester		2 nd year	Spring Semester	
GEN	General Education Elective	3	GEN	General Education Elective	3
ECN2103	Microeconomics or	3	PAD2502	Methods of Social Research	3
ECN1101	Introduction to Economics	3	PAD3542	Public Policy Analysis (or PAF3531)	3
PAD2111	Fundamentals of Public Administration	3	PAD2113	Quantitative Data Analysis	3
POL2511	Fundamentals of Political Science or	3	PAD3115	Professional Internship in Public Administration*	6
IRL2512	Fundamentals of International Relations	3		Total	18
JMC2611	Introduction to International Journalism	3			
	Total	15			
3 rd year	Fall Semester		3 rd year	Spring Semester	
GEN	General Education Elective	3	GEN	General Education Elective	3
PAF3531	Public Finance (or PAD3542)	3	PAD3541	Natural Resource Management	3
PAD3533	Organizational Theory for Public Orgs	3	PAD3536	Organizational Behavior	3
	Major course	3		Major course	3
	Major course	3		Major course	3
	Elective course	3		Elective course	3
	Total	18		Total	18

CSS3001.2	Summer Semester (Introductory Internship)	3			
4th year	Fall Semester		4th year	Spring Semester	
GEN	General Education Elective	3	GEN	General Education Elective	3
	Major course	3		Major course	3
	Major course	3		Major course	3
	Elective course	3		Elective course	3
	Elective course	3		Elective course	3
	Total	15		Total	15

Note: *All students are required to complete 6 credits of internship by choosing one of the following options: Option A: Introductory Internships (CSS3001.1 and CSS 3001.2 OR CSS3002.1 and CSS3002.2), Option B: PAD3115, and Option C: PAD4556.

MINORS OFFERED BY THE PUBLIC ADMINISTRATION DEPARTMENT

A minor is a body of study that is taken outside of the major area. Each program within the College of Social Sciences offers one or more minors that are available to students from other programs within CSS and to students from the Bang College of Business. Some interdisciplinary minors are also available. All minors from the College of Social Sciences require 15 credits of coursework. Students must carefully select General Education and elective courses to ensure that prerequisites are met for required courses in some minors. The Public Administration department offers a minor in Public Financial Management, a minor in Public Policy and Administration and a minor in Public Management. In order to familiarize the minors offer by the Department of Political Science and International Relations, the Department of Economics, and the Department of Journalism and Mass Communication, please visit the relevant pages in this catalog.

For Students outside the Department

Public Financial Management

Minor requires the following two courses and additional courses in Financial Management to complete 15 credits	
PAD2111	Fundamentals of Public Administration
PAF3531	Fundamentals of Public Financial Management

Public Policy and Administration

Minor requires the following two courses and additional courses in Public Policy and Administration to complete 15 credits	
PAD2111	Fundamentals of Public Administration
PAD3542	Public Policy Analysis

Public Management

Minor requires the following two courses and additional courses in Public Management to complete 15 credits	
Required courses (6 credits)	
PAD2111	Fundamentals of Public Administration
PAD3533	Organization Theory and Design for Public Organizations

Elective courses (9 credits)	
PAD3536	Organization Behavior for Public Organizations
PAD3524	Leadership and Management
PAD3522	Decision Making
PAD3523	Human Resource Management
PAD4520	Program Evaluation
PAD4443	Public Management
PAD4521	Current Issues in Public Management

For Students within the Department

Public Financial Management

Minor requires the following course and additional courses in Financial Management to complete 15 credits	
PAD2111	Fundamentals of Public Financial Management Plus 12 credits of PAF electives

Public Policy and Administration

Minor requires the following course and additional courses in Public Policy and Administration to complete 15 credits	
PAD3540	Governance and Development Plus 12 credits of PAD electives

Public Management

Minor requires the following two required courses and additional elective courses in Public Management to complete 15 credits	
PAD3533	Organization Theory and Design for Public Organizations
PAD3536	Organization Behavior for Public Organizations

Public Management

Elective courses (9 credits)	
PAD3524	Leadership and Management
PAD3522	Decision Making
PAD3523	Human Resource Management
PAD4520	Program Evaluation
PAD4443	Public Management
PAD4521	Current Issues in Public Management

BACHELOR OF SOCIAL SCIENCES IN INTERNATIONAL RELATIONS (BSS IR)

MISSION OF THE BSSIR PROGRAM

Our mission is to prepare leading professionals and scholars in the fields of International Relations while providing students with solid training in the social sciences and liberal arts. After completion of the program, students are expected to be familiar with all aspects of international and comparative politics.

STATEMENT OF PURPOSE OF THE BSSIR PROGRAM

The BSSIR Program is designed to:

- Produce graduates capable of taking on leadership roles in the challenging arena of world affairs, including positions within the diplomatic corps, multinational corporations, education and non-governmental organizations.
- Offer an integrated multidisciplinary curriculum program that compares favorably in standards and quality to comparable programs in western universities.

OBJECTIVES OF THE BSSIR PROGRAM

The objectives of BSSIR program are:

1. To train professionals capable of taking on challenging jobs and playing leadership roles in the international arena, as diplomats, consular agents, communications officers, international affairs analysts and advertising specialists.
2. To provide a solid foundation for future scholars who want to pursue graduate study and research in international relations and related fields in the social sciences and humanities.
3. To foster students' critical and analytical thinking and to expand their linguistic, technical, research and communication skills.
4. To analyze the core fields and sub-fields in the discipline through innovative teaching.
5. To develop student/faculty collaboration that allows students to attain the political literacy necessary for good citizenship.
6. To help students understand the concepts, theories and methodologies used in the disciplines so that students can integrate theoretical knowledge and practical experience.

LEARNING OBJECTIVES OF THE BSSIR PROGRAM

In line with the University's development strategy to 2014, which has at its heart the development of a transparent learning process, learning objectives have been developed. The BSSIR's program's learning objectives are to ensure that graduates have a satisfactory level of knowledge of:

- The concepts and theories that inform the field of international relations, political theory, comparative politics and regional studies.

- The nature of the international system and its relationship to individuals, socio-economic and cultural groups, states, international organizations, international law, global civil society, and private multinational corporations.
- The economic perspectives on global, international and regional governance.
- Ethics as they apply to international affairs.
- The differences between political systems in terms of constitutional frameworks, social and cultural traditions and practices, and political participation.
- One or more areas of specialization in international and regional studies (including security, natural resources, geopolitics, foreign policy history and decision-making, bilateral relations, diplomacy, and governance of international organizations).

And that students have the necessary cognitive, interpersonal and self-management skills to:

- Undertake research that synthesizes, integrates and applies theoretical constructs to define, analyze and address issues in the fields of international relations, comparative politics, and regional studies.
- Communicate ideas and information clearly and effectively in oral and written English.
- Make appropriate use of information technology for the retrieval, analysis and presentation of information;
- Work effectively with others in the pursuit of common objectives.

INTENDED LEARNING OUTCOMES OF THE BSSIR PROGRAM

At the successful completion of the program, graduates will be able to:

1. Describe and articulate the key concepts, major paradigms and theoretical perspectives within the discipline.
2. Appraise the impact of cultural, historical, geographic and economic factors on the formation of different states, regions and civilizations within the international system.
3. Analyze the structure and dynamics shaping the contemporary international system and regional structures such as the European Union, NATO, the Eurasian Economic Community, the Shanghai Cooperation Organization, the Asia Pacific Economic Cooperation, and others.

4. Explain the behavior and interactions of the primary actors within the international system and regional subsystems, so as to be able to explain their impact on state-level policy decision-making, risk assessment and conflict resolution.
5. Appraise the structure of political systems and the impact of social classes, ethnic groups, social/ political movements and interest groups on the formation of foreign and domestic policy in various states.
6. Evaluate the role of global institutions, international law, and fundamental values or ethical considerations in the formulation of foreign and domestic policy.
7. Assess the impact of major threats to the global order, including the breakdown of the global financial system, economic and social polarization, geopolitical rivalry, resource scarcity, environmental degradation, terrorism and nuclear proliferation.
8. Utilize the skills and knowledge noted above to frame the policies of Kazakhstan and other Central Asian states in a global context.
9. Implement basic social scientific research skills, critical thinking models and effective communication techniques in the preparation of original compositions in the field of international relations and regional studies.
10. Work effectively with others in the pursuit of common objectives.

ADMISSIONS

See the Enrollment Management Section;
Admission Criteria

BSSIR Curriculum

To earn a Bachelor of Social Science in International Relations, a student must complete 129 credits (240 ECTS)

General Education Requirements	48 (105 ECTS)
College Foundation Courses	12 (20 ECTS)
Program Requirements	24 (40 ECTS)
Major	24 (40 ECTS)
Internship or Research	6 (10 ECTS)
Free Electives or Minor	15 (25 ECTS)
Total Required for Graduation	129 (240 ECTS)

General Education Requirements (48 credits/ 105 ECTS)

Students should choose the General Education courses with the assistance and advice of the academic advisers.

The General Education Requirements are explained in Undergraduate General Education section of this Catalog.

Students of the BSSIR program are strongly recommended to take at least two of the following courses:

GEN2600 History of Civilizations 1

GEN2601 History of Civilizations 2

GEN2602 Western Civilization

College of Social Sciences Requirements (21 credits/ 20 ECTS)

Four courses are required.

ECN2103 or ECN1101	Microeconomics or Introduction to Economics	ONE
JMC1601	Introduction to International Journalism	
POL2511	Introduction to Political Science	
PAD2111	Fundamentals of Public Administration	

Program Requirements (24 credits/ 40 ECTS)

The following courses are required for all students in the BSSIR program. All courses are three credit courses for a total of 24 credits (each course is 5 ECTS for a total of 40 ECTS).

All International Relations majors are required to take POL2511 as a College Required course, and IRL2512 as a Program Required course. Both must be completed prior to admission into other program-required and program-elective classes.

NOTICE: Program-required courses are normally offered once a year. Students should carefully decide what courses to take on a yearly basis.

Course Code	Course Title
IRL2512	Fundamentals of International Relations
IRL 3521	Theories of International Relations
IRL 3523	International Political Economy
IRL 3520	Foreign Policy of Kazakhstan

IRL 4527	Ethics in International Affairs
POL 3512	Comparative Politics
POL 3534	Social and Political Theory
IRL 4590 or POL 4590	Undergraduate Seminar in International Relations or Undergraduate Seminar in Comparative Politics

Research/Internship requirements (6 credits/ 10 ECTS)

All students are required to complete 6 credits of introductory internships (see below) or 6 credits of professional internship:

CSS3001.1	Introductory Internship (Kazakhstan Parliament) Foundation Course (3 credits)
CSS3001.2	Introductory Internship (Kazakhstan Parliament) (3 credits)
Or CSS3002.1	Or Introductory Internship (Ministry of Economics) Foundation Course (3 credits)
CSS3002.2	Introductory Internship (Ministry of Economics) (3 credits)
IRL4597 or POL4597	Professional Internship in International Relations (3 credits) Professional Internship Comparative Politics (3 credits)

If students choose to take IRL4597 or POL4597 two three-credit professional internships should be taken at two different institutions.

Major requirements

The Department of International Relations and Regional Studies offers the following three specializations to students:

- Major in International Relations
- Major in Comparative Politics and Society
- Major in Central Asian Studies

NOTICE: Major-elective courses are normally offered once a year. Students should carefully decide what courses to take on a yearly basis.

V. Major electives

The Department of International Relations program offers three distinct major tracks. The major in **International Relations** focuses on the study of foreign policy, diplomacy, international security and the structures, dynamics and interrelationships

of the interstate system as a whole. The major in **Comparative Politics and Society** trains students in the comparative study of political systems and regional structures, and emphasizes the interplay of political, economic, social and cultural factors in shaping the formation and evolution of such systems. The major track in **Central Asian Studies**, operating in conjunction with KIMEP's Center of Central Asian Studies, concentrates specifically on the study such structures within the Central Asian region and the role of this region in world affairs.

Major in International Relations

Major requires 8 electives chosen from the following list	
IRL 3516	Terrorism and Security
IRL 3522	History of US Foreign Policy
IRL 3525	Understanding Global Crisis
IRL 3536	The Cold War
IRL 3537	Russian Foreign Policy
IRL3538	Chinese Foreign Policy
IRL3539	History of Diplomacy 1648 to 1815
IRL3540	History of Diplomacy 1815 to 1945
IRL3544	Diplomatic and Consular Service
IRL 3545	Diplomatic Protocol and Documents
IRL 3546	Selected Topics in International Relations
IRL 4521	Petropolitics
IRL 4522	Central Asia-United States Relations
IRL4524	Russia-United States Relations
IRL 4525	Asian Security: Theory and Practice
IRL4526	Comparative Foreign Policy
IRL 4528	Central Asia-Russia Relations
IRL/ POL3515	Political Geography
IRL4512	Central Asia in Global Politics
IRL/ POL4530	Middle East Politics
IRL/ POL4534	Government and Politics in Europe
IRL3562	Strategic Communications in International Affairs
IRL 3529	Identity and the Politics of Security
IRL3524	Global Security and International Conflict Resolution

IRL 3546	Selected Topics in International Relations**
LA W 3511	Public International Law

**IRL 3546 Selected Topics in International Relations can be repeated for credit with different topics.

Major in Comparative Politics and Society

Major requires 8 electives selected from the following list	
HIST 3537	Central Asian History
IRL/POL 3515	Political Geography
POL 3520	Asian Politics
IRL 3529	Identity and the Politics of Security
POL 3532	Government and Politics in Central Asia
POL 2533	Political Sociology
POL 3546	Selected Topics in Regional Studies
IRL 4512	Central Asia in Global Politics
IRL/POL 4520	Domestic Politics and Foreign Policy of the Post-communist World
POL 4530	Middle East Politics
POL 4534	Government and Politics of Europe
POL 4541	Government and Politics in the Russian Federation
LAW 3513	Comparative Law
LAW 4515	Law of the European Union

POL 3546 Selected Topics in Regional Studies can be repeated for credit with different topics.

Upper-level POL electives have POL 2511 as a prerequisite.

Major in Central Asian Studies

Major requires 8 electives selected from the following list	
HIST 3537	Central Asian History
POL 3532	Government and Politics in Central Asia
POL 3546	Selected Topics in Regional Studies
POL 4512	Central Asia in Global Politics
POL 4520	Domestic Politics and Foreign Policy of the Post-communist World
IRL 4521	Petropolitics
IRL 4522	Central Asia – United States Relations

IRL 4528	Central Asia – Russia Relations
POL 4542	Politics Ethnicity and Religion in Central Asia and Caucasus
ECN 3189	Economy of Kazakhstan
JMC 3608	Journalism in Kazakhstan and CIS

POL 3546 Selected Issues in Regional Studies can be repeated for credit with different topics.

Upper-level POL electives have POL 2511 as a prerequisite.

Program Plan

The following table is a sample program of study to finish the degree in four years.

1st Year	Fall Semester		1st Year	Spring Semester	
GEN1120	Academic Reading and Writing I	3	GEN1110	Academic English Listening and Note Taking	3
GEN1100	Academic Speaking	3			
GEN1000	History of Kazakhstan	3	GEN1121	Academic Reading and Writing II	3
GEN1300	Introduction to Computers	3	GEN	General Education Elective	3
KAZ	Kazakh	3	GEN	General Education Elective	3
	Total	15	KAZ	Kazakh	15
				Total	
2nd year	Fall Semester		2nd year	Spring Semester	
GEN	General Education Elective	3	GEN	General Education Elective	3
ECN2103	Microeconomics or		JMC2611	Introduction to International Journalism	3
ECN1101	Introduction to Economics	3			
POL2511	Fundamentals of Political Science	3	PAD2111	Fundamentals of Public Administration	3
IRL2512	Fundamentals of International Relations	3			
GEN	General Education elective	3	POL3512	Comparative Politics	3
	Total	15	IRL/POL	Elective course	3
				Total	15
3rd year	Fall Semester		3rd year	Spring Semester	
GEN	General Education Elective	3	GEN	General Education Elective	3
IRL3523	International Political Economy	3	IRL3521	Theories of International Relations	3
IRL/POL	Major course	3	IRL/POL	Major course	3
IRL/POL	Major course	3	IRL/POL	Major course	3
IRL/POL	Major Course	3	IRL/POL	Elective course	3
	Total	15	IRL/POL	Elective course	3
				Total	18
	Summer Semester (Internship)	6			
4th year	Fall Semester		4th year	Spring Semester	
GEN	General Education Elective	3	GEN	General Education Elective	3
POL3534	Social and Political Theory	3	IRL/POL	Major course	3
IRL/POL	Major course	3	IRL/POL4590	Seminar in IRL or POL	3
IRL/POL	Major course	3	IRL/POL	Elective course	3
IRL/POL	Elective course	3	IRL/POL	Elective course	3
	Total	15		Total	15

MINORS OFFERED BY THE DEPARTMENT OF INTERNATIONAL RELATIONS AND REGIONAL STUDIES

A minor is a body of study that is taken outside of the major area. Each program within the College of Social Sciences offers one or more minors that are available to students from other programs within CSS and to students from the Bang College of Business. Some interdisciplinary minors are also available. All minors from the College of Social Sciences require 15 credits of coursework. Students must carefully select General Education and elective courses to ensure that prerequisites are met for required courses in some minors. The International Relations and Regional Studies department offers a minor in International Relations, a minor in International Relations, a minor in European Studies, and a minor in Global Politics and Business.

Minor in International Relations (15 credits/ 25 ECTS)

Minor requires the following courses and three additional courses in International Relations (IRL code)

IRL2512 Introduction to International Relations
IRL3521 Theories of International Relations

Minor in European Studies (15 credits/ 25 ECTS)

Minor requires
POL 3512 Comparative Politics

And Four courses from this list:
IRL 3539 History of Diplomacy 1648-1815
IRL 3540 History of Diplomacy 1815 – 1945
POL 4520 Domestic Politics and Foreign Policy of the Post-Communist World
POL 4534 Government and Politics of Europe
POL4541 Government and Politics of the Russian Federation
LA W4515 Law of the European Union

Minor in Global Politics and Business (15 credits/ 25 ECTS)

Minor requires
IRL2512 Fundamentals of International Relations
IRL3523 International Political Economy

IRL3525 Understanding Global Crisis
IRL4521 Petropolitics

And One course from this list:
LA W3516 International Trade Law
MGT 3210 International Business
ECN3101 World Economy
ECN4111 International Finance

GRADUATE DEGREE PROGRAMS

College of Social Science currently offers four Master's degree programs and a newly created Doctor of Philosophy program, that has been submitted to Ministry of Education and Science for licensing.

The Master's programs are:

- Master of Arts in Economics (MAE)
- Master of International Relations (MIR)
- Master of Arts in International Journalism and Mass Communication (MAIJMC)
- Master of Public Administration (MPA)

MASTER OF ARTS IN ECONOMICS (MAE)

Statement of Purpose

The Master of Arts in Economics is a Western-style graduate program in economics and prepares graduates to understand the complex interplay of economic activities in businesses, policy making and other analytical functions related to the performance evaluation of a business enterprise, a government project, or to the forecasting of various economic and business scenarios.

Mission

The Master of Arts in Economics provides its graduates with a strong foundation in economic knowledge, both theoretical and applied, that is required to advance their professional careers or to continue their studies in doctoral programs in economics or in related disciplines. Graduates possess the analytic skills that are necessary in the workplace whether as managers or as economic analysts for business, government, and nonprofit organizations.

Learning objectives

At the completion of MAE degree program graduates will have demonstrated:

1. An understanding of how a free market economy organizes production and exchanges among competing entities.
 - a) Apply supply and demand analysis.
 - b) Derive the differing measures of costs, revenues and profits.
 - c) Explain the pricing and quantity implications of market conditions (perfect competition, monopolistic competition, oligopoly and monopoly).
2. An understanding how the national economy works and how its performance is measured.
 - a) Describe measures of inflation, unemployment and GDP.
 - b) Describe gains to trade.
 - c) Describe trade and currency barriers and their impacts.
3. An ability to value macroeconomic policies.
 - a) Distinguish between fiscal and monetary policies, their goals and their controlling authorities.
 - b) Describe the nature of money and the tasks and tools of the Central Bank.
 - c) Describe and apply the major theories of growth and trade.
 - d) Compare competing analyses of economic policies.
4. Analytical reasoning skills.
 - a) Interpret and present data.
 - b) Use appropriate statistical analysis tools.
 - c) Use appropriate mathematical modeling tools.
 - d) Use appropriate econometric analysis tools.
 - e) Be able to use various analytical reasoning tools to model and evaluate research questions.
5. Effective problem solving skills.
 - a) Provide identification and formulation of the problem.
 - b) Develop appropriate problem solution techniques.
 - c) Interpret solution results.
6. An ability to learn the main economic issues of Kazakhstan and Central Asia.
 - a) Describe and analyze issues in the labor market.
 - b) Describe and analyze issues in international trade and finance.
 - c) Describe and analyze issues in macroeconomic adjustment.

Admission Requirements

1. A bachelor's degree or equivalent from any recognized university. A KIMEP graduate with an overall grade point average of at least B- (2.67 on the KIMEP grade point average scale), or graduate of an equivalent English-language Bachelor's program may be admitted to the MIR program.
2. Proficiency in English. (A minimum score of 40 on the KIMEP English Entry Test (KEET) or other equivalent tests.)

To apply for admission, a candidate should submit:

1. Completed application form.
2. Certified copy of all academic degrees and transcripts or Spravka from the university certifying that an applicant has graduated or is soon graduating, and a copy of transcripts verified at the university.
3. KEET test score and, if available, TOEFL/IELTS scores.
4. Two Letters of reference.

Each eligible applicant will be interviewed in-person or by telephone, if necessary.

Foundation English

With the exception of students with a KEET score of 60 or above, MAE students must complete Foundation English courses according to the following matrix. A TOEFL score of 570 or an IELTS score band 5 or above is equivalent to a KEET score of 60.

Score between 50-59	ENG5005 "Foundation English A" with grade of B in course and on exit test
Score between 40-49	ENG5004 "Foundation English B" with grade of B in course and on exit test, and ENG5005 "Foundation English A" with grade of B in course and on exit test

Degree Requirements

The MAE program comprises 36 credits, made up of 33 required course credits and 3 elective course credits for those students with adequate background.

Program-specific Prerequisite

Coursework

MAE students must complete the following prerequisite courses or have completed equivalent coursework before taking any graduate-level courses (with the exception of CSS 5000 Critical Thinking and Writing and ECN 5801 Research Methods and Methodology (Thesis I). The prerequisites may be waived at the discretion of the departmental Curriculum Committee if completed during the course of undergraduate study.

Code	Name of Course
ECN3081	Intermediate Microeconomics
ECN3082	Intermediate Macroeconomics
ECN3103	Quantitative Methods for Economics

Requirements for the MA in Economics are as follows:

Program Requirements	21
Economics Electives	3
Research Methods and Methodology (Thesis I)	3
Thesis II & III (For details, please see the CSS Guidelines for Master's Thesis.)	6
Internship or Applied Research project in Economics	3
Total Required for Graduation	36

Required Courses

The following courses are required for a total of 21 credits:

Course Code	Course Title	Credits
CSS 5000	Critical Thinking and Writing	3
ECN5012	Econometrics I	3
ECN5013	Econometrics II	3
ECN5021	Microeconomics I	3
ECN5031	Macroeconomics I	3
ECN5022	Microeconomics II	3
ECN5032	Macroeconomics II	3

Program Electives

Students must complete 3 credits in graduate Economics electives. With permission of the chair some FIN graduate courses can be used as elective credits. Graduate Economic elective courses include:

ECN5051	Money and Banking
ECN5142	International Trade
ECN5143	International Finance
ECN5226	Industrial Organization
ECN5261	Public Economics I
ECN5296	Labor Economics
ECN5334	Monetary Economics
ECN5354	Financial Economics
ECN5890	Selected Issues in Economics

Course Waiver Policy and Procedures

Students with undergraduate coursework in Economics may have up to 4 courses requirements waived based on their undergraduate academic record. Any students may qualify for a waiver of required courses and Internship (on the bases of current or past employment), but additional electives must be substituted. Waivers can only be granted by departmental admissions committee. Often students with grades of "B+" or equivalent will have an opportunity to be considered for a waiver. Thus, the credit waiver policy is applied on a case-by-case basis by the Department of Economics. The maximum number of credits that can be waived for any student in the MAE program is 12 credits.

Program Plan

The following table is a sample program of study to finish the MAE degree in three semesters or one calendar year,

an indicative study program for full-time fast-track students:

I st Year	Fall Semester		I st Year	Spring Semester	
CSS 5000	Critical Thinking and Writing	3	ECN5022	Microeconomics II	3
ECN5021	Microeconomics I	3	ECN5032	Macroeconomics II	3
ECN5031	Macroeconomics I	3	ECN5990	Thesis II	3
ECN5012	Econometric I	3	ECN5013	Econometric II	3
ECN5801	Research Methods and Methodology (Thesis I)	3			
	Total	15		Total	12
2 nd year	Fall Semester				
ECN5991	Thesis III	3			
ECN	Economics Elective	3			
ECN 5888	Internship or Applied Research Project	3			
	Total	9			

MASTER OF ARTS IN INTERNATIONAL JOURNALISM AND MASS COMMUNICATION (MAIJMC)

Statement of Purpose

Independent press and communication is essential to the development and maintenance of civil society. Media diversity and transparency are also vital. This program aims to prepare communication specialists sensitive to the changing nature and demands of Kazakhstan and other Central Asian countries as they continue to transform their economic and political structures.

Mission

The Master of Arts in Journalism and Mass Communications (MAIJ) is designed for individuals pursuing careers in journalism, broadcasting, media management, public relations and other mass media-related fields in the communications marketplace of Kazakhstan and Central Asia. This 36-credit professional oriented program is designed to appeal to media employees seeking further career development, and to recent recipients of undergraduate degrees in communication arts or other fields seeking to advance their vocational knowledge, competitiveness and communication skills.

The goals of this Graduate Program are to:

- Provide graduate-level education in the discipline of communications as consistent with the mission statement of KIMEP.
- Produce competent professionals who demonstrate a thorough knowledge of the theory and practice of print journalism, broadcasting and/or new media, media management, public relations and advertising.

Learning Objectives

The MAIJ program has the following objectives:

1. To enable students to understand and be able to put into practice the major principles of quality journalism, media management, and professional PR.
2. To provide the knowledge and communication skills necessary to make them competitive employment prospects in different areas of mass communication.
3. To develop the technical skills to allow them to compete in journalism and mass communication industries;
4. To develop the critical thinking skills to allow them to analyze trends and issues in journalism and mass communication.
5. To develop the professional skills required to enter the workplace in a variety of communications-related industries, as well as in research, consulting, education, and in the communications, policy and regulatory agencies of government.

6. To pursue doctoral studies in journalism and mass communication or other related disciplines.

Upon completion of the required courses, MAIJ graduates will have demonstrated the ability:

1. To grasp the substantial, theoretical and empirical dimensions of the structure of Kazakhstani media systems.
2. To develop a research proposal; employ in-depth research methods in an area of scholarly interest.
3. To develop communication, team work, decision-making, analytical, and other professional skills.
4. To write summaries, various types of essays and reports in English, and to appropriately present in-text and post-text references.

At the completion of the MAIJ with a Major in Journalism and Media Management, students will have accomplished all or some of the following learning outcomes:

1. Conceive, plan and execute relevant, publishable articles or other materials that demonstrate professional values, standards and ethics.
2. Find information and evaluate, organize and present it efficiently and clearly, with fairness and balance.
3. Apply advanced reporting/writing techniques in print, broadcast and online journalism.
4. Gather information using methods relevant to the discipline and the topic.
5. Investigate local civic issues through original research and analysis of official and public materials.
6. Understand and respond to the operational needs of media organizations.
7. Identify and analyze strategic and operational opportunities and problems.
8. Implement plans that are accepted by organizations, to transform vision into reality considering attitude, personality, learning, perception, culture, values, and human psychology, sociology and the behavior and influence of work groups.
9. Plan and execute activities for public relations, advertising and other communication on behalf of a range of media organizations.
10. Gather and apply knowledge about consumer behavior to create a marketing plan using traditional and new direct marketing techniques.
11. Understand how managers use strategic planning to understand where their organizations are

currently and determine where they want to go in the future; manage or consult for media companies and organizations, and the communication departments of general companies.

At the completion of the MAIJ with a Major in Public Relations and Advertising students will have accomplished all or some of the following outcomes:

1. Write a comprehensive public relations plan and effective press releases for timely information about corporation or company's activities.
2. Apply advanced reporting/writing techniques in broadcasting and online journalism.
3. Design and implement effective public relations strategies and evaluate their results for the development of a positive image of a corporation or business.
4. Apply different strategies for providing effective communications in a time of crisis.
5. Identify specific target markets for PR; write in a clear, lively, visual and concise style so that media audiences are stimulated, engaged and responsive; define and develop company's marketing communications strategy based on corporate attitudes and values.
6. Identify and select cost-effective media and methods to reach selected targets through advertising and sales promotion.
7. Use a broad range of copywriting, design techniques and skills essential to PR and advertising practices.
8. Develop a professional integrated marketing communications plan.
9. Design, compile, and produce a professional-quality marketing plan using traditional and new direct marketing techniques; formulate a cost-effective marketing communications budget, operate in the complex and dynamic marketing environment.
10. Obtain and apply knowledge into consumer behavior and create a direct marketing plan using traditional and new direct marketing techniques.

ADMISSION

Entry Requirements

- A Bachelor degree or equivalent from any recognized university.
- A minimum KEET score of 40.
- A score of 80 points (or higher) out of 100 on an admission essay.

- Foundation English courses with the following requirements.

Foundation English

With the exception of students with a KEET score of 60 or above, MAIJ students must complete Foundation English courses according to the following matrix. A TOEFL score of 570 or an IELTS score band 5 or above is equivalent to a KEET score of 60.

Score between 50-59	ENG5005 “Foundation English A” with grade of B in course and on exit test
Score between 40-49	ENG5004 “Foundation English B” with grade of B in course and on exit test, and ENG5005 “Foundation English A” with grade of B in course and on exit test

To apply for admission, a candidate should submit:

1. A completed application form.
2. A certified copy of all academic degrees and transcripts or Spravka from the university certifying that an applicant is a graduating/last year student, with a copy of transcripts verified at the university.
3. The KEET test score and, if available, TOEFL/IELTS scores.
4. Two letters of reference.
5. Current resume or Curriculum Vitae.

MAIJ candidates must demonstrate proficiency in English that meets KIMEP graduate guidelines. In most cases this means achieving the minimum score of the KIMEP Entrance English Test (KEET). The primary basis for selection is academic merit; however, consideration will also be given to the quality of the entrance essay to assess the applicant's eligibility.

Credit and Course Waiver Policy and Procedures

1. Students with at least 6 month of professional experience, or concurrently working in the field of specialization, can receive up to 6 credits for Internship.
2. All students can have credit earned from graduate courses taken in any recognized university transferred to the MAIJ program, but the number

of MAIJ credits transferred or waived cannot exceed 9.

3. Course transfers and course credit waivers are granted at the discretion of the Department of J&MC and will be evaluated on a case-by-case basis.

DEGREE REQUIREMENTS

Program Requirements	21
Major Electives	15
Total Required for Graduation	36

Students must complete 36 credits to receive their degrees: 21 credits in Required Courses, 15 credits in Elective Courses. Students with at least six month of professional experience, or concurrently working in the field of specialization can be waived up to 6 credits for Internship.

Foundation English courses. Students may be required to complete one or more Foundation English courses before beginning graduate-level coursework. Foundation English courses ensure that students have a sufficient level of English to successfully complete university level coursework. Foundation courses are graded on a Pass/Fail basis. In the event of a fail, the student must repeat the course.

Course code	1. Title of the course	Credits
CSS 5000	Critical Thinking and Writing	3
JMC 5666	Introduction to Kazakhstani Media Market	3
JMC 5661	Thesis I and Specialized Writing	3
JMC 5662	Thesis II	3
JMC 5663	Thesis III	3
JMC 5621/1	Internship I*	3
JMC 5621/2	Internship II*	3

Internship credit for previous relevant work experience may be granted for students who can demonstrate that they have had professional full-time industry employment for a minimum period of six (6) months).

Electives courses: 15 credits

Journalism and Media Management Major

Student must take five major courses as follows including:

JMC 5612 Advanced News Writing, 3 credits

In addition, students will complete four of the following courses. At least two of these courses must be journalism core courses, marked in the following list with an *.

JMC 5657	Online Journalism	3 credits*
JMC 5656	Broadcast Journalism Practicum	3 credits*
JMC 5610	Advanced News Editing	3 credits*
JMC 5611	Principles of Media Management	3 credits*
JMC 5619	Advertising and Media Sales	3 credits
JMC 5655	Crisis Communication	3 credits
JMC 5628	Special Topic in Mass Communication	3 credits **
JMC 5623	Writing for Russian Language Media	3 credits*
JMC 5624	Broadcasting in Russian	3 credits*
MKT 5201	Marketing Management	3 credits
MGT 5201	Organizational Behavior	3 credits
MGT 5203	Strategic Planning	3 credits

*Journalism core courses.

** This course may include such topics as: *Covering of Cultural and Entertainment News; Feature Writing in Environmental Issues; Infographics and Visual Communication Design; Writing for News Information Agencies; Precision Reporting on Business and Entrepreneurship, and so on. Depending upon the topic, this course may or may not be counted as a journalism core course.*

Public Relations and Advertising Major

Student must take five courses, including:

JMC 4630 PR Writing 3 credits

In addition, students will select four courses from the following selection. At least two of these four must be PR/Advertising core courses, indicated below with an *.

JMC 5656	Broadcast Journalism Practicum	3 credits
JMC 5657	Online Journalism	3 credits
JMC 5653	PR Management and Strategies	3 credits*
JMC 5655	Crisis Communication	3 credits
JMC 5627	Public Relations Campaigns	3 credits*
JMC 5619	Advertising and Media Sales	3 credits
JMC 5622	Advertising Writing, Lay-out and Strategies	3 credits*
JMC 5628/29	Special Topic in Mass Communication	3 credits
JMC 5623	Writing for Russian Language Media	3 credits
JMC 5624	Broadcasting in Russian	3 credits
MKT 5201	Marketing Management	3 credits
MKT 5204	Integrated Marketing Communications	3 credits
MKT 5203	Consumer Behaviour and Marketing Strategy	3 credits

* PR/Advertising core courses.

Students who have previously completed the core courses in their chosen major, or who have substantial work experience that replaces the content of core courses may, with the approval of the graduate supervisor, replace core courses with other relevant electives.

Indicative Program Plan

The following table is a sample program of study to finish the MAIJ degree in 12 months.

First Semester			Second Semester		
CSS5000	Critical Thinking and Writing	3	JMC5662	Thesis 2	3
JMC5666	Introduction to Kazakhstani Media Market	3		Major elective	3
JMC5661	Thesis I and Specialized Writing	3		Major elective	3
	Major elective	3		Major elective	3
	Total	12		Total	15
Third Semester*					
JMC5663	Thesis III	3			
JMC5621.1	Internship I	3			
JMC5621.2	Internship II	3			
	Total	9			

*Third Semester can be completed in Summer 1 and Summer 2

MAIJ Thesis

MAIJ students are free to complete a professional thesis involving an in-depth reporting series, design, multimedia, video or documentary photography project, or an academic thesis involving applied research on a mass communication topic.

Project proposals, prepared with the support of the adviser, are presented to the MA Thesis committee. This committee is composed of five members, including the Chair, the student's supervisor, one faculty and two members from outside the Journalism and Mass Communication Department (i.e. professionals from Journalism or PR fields).

MAIJ students must have submitted their 4- to 5-page project proposal for departmental approval by the end of the Thesis and Specialized Writing course. The proposal should consist of the following sections:

1. A clear and concise identification of the topic, central purpose and goal of the project.
2. A description of the form in which the project will be executed (i.e., a series of print or broadcast reporting pieces focused on one topic, a set of PR campaign materials, or applied research on a mass communication topic).
3. A description of the methods to be used for realization of the project.
4. A provisional schedule for completion of parts of the project and its defense.

A final MAIJ Thesis should include the following:

- The Thesis in its final form, presented as printed pages, accompanied by a CD, audiotapes, videotapes, or printed materials, as appropriate.

- A literature review (about 15 pages) and a reference list written according to a recognized style guide (APA or Chicago).
- A thoughtful essay (15 -20 pages) reflecting the process of executing the project. This section helps students consider the project in the context of learning and career goals.

The oral defense of the MAIJ Thesis should be scheduled before or during the final examination period. (For details, please see the CSS Guidelines for Master's Thesis.)

Internship (6 credits)

In any career, experience is a crucial factor in employment. While selecting a candidate for a job, the employer will look for professional practical experience which an internship provides. Moreover, it's a chance to get a job right after completion of internship. An internship also adds to a student's resume and portfolio.

This course aims to provide students with an opportunity to work in real-world organizations (media outlets, PR and marketing and advertising companies, production and film studios, corporate media, government agencies, embassies, etc.) and acquire marketable skills in the areas of their specialization.

Internships are available in the fall, spring and summer semesters in the following areas:

- Communication
- Broadcasting

- Public relations
- Marketing
- Advertising
- Journalism
- Media management

Two internships must be taken, however. They can be taken concurrently during the same semester.

MASTER OF PUBLIC ADMINISTRATION (MPA)

Statement of purpose

The MPA Program's purpose is to prepare graduates for careers, leadership positions, and ethical service in public, non-profit, and business organizations. It seeks to demonstrate to Kazakhstan and the Central Asian region the value of high-quality, research-informed teaching of public administration, policy, and management.

The Master in Public Administration (MPA) program started in 1994 shortly after the inception of KIMEP. Since then, over 300 MPAs have graduated, contributing skills, knowledge and abilities to public, non-profit service at the national as well as the international level. We are currently working to internationalize the student body to bring people together to share ideas from across the world, and particularly China and South Asia, as well as former Soviet republics.

The program:

- Promotes excellence in public, non-governmental, and private management and policy-making through the building and strengthening of the analytical and leadership capacity of graduate students.
- Provides graduate students with the generic and specialized management and policy knowledge and skills needed for successful careers in the public, non-governmental, and private sectors.
- Educates graduate students for ethical service to their society and the broader regional and international community.

The Master of Public Administration degree requires 48 credits of coursework for students new to the field or a minimum of 36 credits for students with

significant experience in public management and/or KIMEP graduates. The program includes 42 credits of required component courses, 6 credits of concentration and electives courses.

The courses taught for MPA students are conducted in a number of ways: as advanced lecture courses, as seminars in which faculty and students present critical studies of selected problems within the subject field, as independent study or reading courses, or as research projects conducted under faculty supervision. It is important to note that all graduate courses are offered during evening time to ensure that our students keep their full-time jobs at KIMEP or outside of KIMEP.

Graduate studies imply developing scientific curiosity and acquiring special skills to be able to do the research. Nurturing a research culture among MPA students is one of our very first priorities. Under the guidance of a faculty member, all MPA students are expected to write a thesis (9 credits). A thesis should make a genuine contribution to the understanding and analysis of public policy issues, management and administration in Kazakhstan.

Learning objectives

In order to equip students who graduate from the MPA program with the essential knowledge and skills required by professionals seeking managerial and executive positions in the public, non-profit and private sectors, the program's learning objectives are to ensure that graduates have:

1. A satisfactory knowledge of the nature of the public sector and its relationship to government, civil society, and the marketplace, and how it can be institutionally arranged.
2. A satisfactory knowledge of economic perspectives on government and public policy, governmental budgeting, and public financial management.
3. A satisfactory knowledge of ethics as they apply to the public sector.
4. A satisfactory knowledge of public organizations and their management and leadership, and the impact of organizational structure, culture, and leadership on organizational change and performance.
5. A satisfactory knowledge of project appraisal and management, and the necessary cognitive, self-management, and interpersonal skills.
6. A satisfactory knowledge of the concepts and theories of public policy and analysis.

7. A satisfactory capacity to undertake supervised independent research, involving the synthesis and application of theoretical constructs to topics in the fields of public administration, policy, and management.
8. A satisfactory capacity to communicate ideas and information clearly and effectively in written and oral English.
9. A satisfactory capacity to use information technology for the retrieval, analysis and presentation of information.
10. A satisfactory capacity to work effectively with others in the pursuit of common objectives.

Admission Requirements

To be considered for admission to the Master of Public Administration Program a candidate must meet the requirements for graduate study at KIMEP. These requirements include a Bachelor degree or equivalent and proficiency in English (an acceptable score on the KIMEP English Entrance Test (KEET) or other equivalent test). Candidates are selected by an admission committee after an interview with the candidate.

To apply for admission a candidate should submit:

1. A completed application form.
2. A certified copy of all academic degrees and transcripts, or Spravka from the granting university certifying that an applicant is a graduating/final-year student, and a copy of transcripts verified at the university.
3. A minimum score of 40 on KEET test and, if available, TOEFL/IELTS scores.
4. Two letters of reference.
5. A current resume.
6. A Statement of Purpose (2-3 pages).

Each eligible applicant will be interviewed in-person or by telephone, if necessary.

Foundation English Course

Students may be required to complete one or two non-credit Foundation English courses, depending on his/her KEET score, before beginning graduate-level courses (see below):

courses according to the following matrix. A TOEFL score of 570 or an IELTS score band 5 or above is equivalent to a KEET score of 60.

KEET score	Name of English course
60 or higher	None
50-59	ENG5005 Foundation English 5
45-49	ENG5004 Foundation English 4

Degree Requirements

Requirements for the MPA are as follows:

Program Requirements	42
Major Electives	6
Total Required for Graduation	48

Program Requirements

The following 14 courses are required for a total of 42 credits.

Course Code	Course Title	Credits
CSS 5000	Critical Thinking and Writing	3
PAD5114	Essentials of Public Administration and Management*	3
PAD5117	Public Policy Analysis*	3
PAD5123	Economic Perspectives on Government	3
PAD5214	Fiscal Governance*	3
PAD5113	Research Methods and Statistics*	3
PAD5216	Public Management and Leadership	3
PAD5122	Administrative and Management Ethics	3
PAD5218	Project Evaluation and Management in Public Sector	3
PAD5131	Thesis I	3
PAD5231.1	Thesis II : Thesis Proposal (For details, please see the CSS Guidelines for Master's Thesis.)	3
PAD5231.2	Thesis III : Thesis Defense (For details, please see the CSS Guidelines for Master's Thesis.)	3
PAD5230 PAD5231.1	Internship in Public Administration and Management* or Applied Research Project in Public Administration and Management	3 3
PAD5260	Selected Issues in Public Administration and Management	3

Notes:

*May be waived for fast-track students. PAD5230

Internship in Public Administration course may also be waived for non fast-track students who can demonstrate that they have had full-time employment for a minimum period of six-month.

Major requirements

Students must complete two of the following elective courses, unless granted a credit waiver or transfer:

PAD5213	Local Government	3
PAD5219	Public Sector Reform	3
PAD5222	Social Policy	3
PAD5223	Public Sector Economics	3

Fast Track

The Department of Public Administration is committed to allowing students flexible options in choosing their programs and courses. Thus, the Department will allow the waiver of up to 12 credits from undergraduate coursework from the

BSS program to the MPA Program. It will also allow the transfer of up to 12 credits from such relevant coursework taken outside KIMEP from recognized institutions to the MPA Program. This should allow most BSS students to complete an MPA degree from KIMEP within one calendar year. KIMEP students from other undergraduate programs who have taken the appropriate BSS courses can also be eligible for waiver of credit and finish the MPA Program sooner. However, previous coursework submitted for application for a transfer or waiver of credit will be evaluated on a case-by-case basis to determine MPA graduation requirements. Credits can be transferred or waived not only for elective courses but also for required courses. Out of a total of 48 credits, required courses occupy 42 credits. Every course submitted for a transfer or waiver of credit must have an overall grade point average of at least B- (2.67 on the KIMEP grade point average scale).

Program Plan

The following table is a sample program of study to finish the MPA degree in two years. Students who need to complete English and/or prerequisite courses would need another one or two semesters to complete the program.

An indicative study program for full-time ordinary students without any course waivers or transfers would be:

1 st Year	Fall Semester I		1 st Year	Spring Semester II	
CSS5000	Critical Thinking and Writing	3	PAD5260	Selected Issues in Public Administration and Management	3
PAD5114	Essentials of Public Administration and Management	3	PAD5218	Project Evaluation	3
PAD5123	Economic Perspective on Government	3	PAD5122	Administrative Ethics	3
PAD5131	Thesis I	3	PAD5117	Public Policy Analysis	3
			PAD5113	Research Methods and Statistics	3
	Sub-total	12		Sub-total	15
2 nd year	Fall Semester III		2 nd year	Spring Semester IV	
PAD5231.1	Thesis II	3	PAD5231.2	Thesis III	3
PAD5216	Public Management and Leadership	3	PAD52xx	Elective	3
PAD5212	Fiscal Governance	3	PAD5230	Internship in Public Administration or	3
PAD52xx	Elective	3	PAD5230.1	Applied Research Project in Public Administration	3
	Sub-total	12		Sub-total	9
TOTAL 48					

FAST-TRACK Degree Program

An indicative study program for full-time fast-track students, with maximum MPA course waivers, wishing to complete the program of study in the minimum time would be:

Fall Semester			Spring Semester		
CSS5000	Critical Thinking and Writing	3	PAD5260	Selected Issues in Public Administration and Management	3
PAD5123	Economic Perspective on Government	3	PAD5218	Project Evaluation and Management	3
PAD5211	Public Management and Leadership	3	PAD5122	Administrative and Management Ethics	3
PAD5131	Thesis I	3	PAD5231.1	Thesis II	3
			PAD52xx	Elective	3
	Sub-total	12		Sub-total	15
Summer Semester					
PAD5231.2	Thesis III	3			
PAD5212	Fiscal Governance	3			
PAD52xx	Elective	3			
	Sub-total	9			
TOTAL 36 credits					

MASTER OF INTERNATIONAL RELATIONS (MIR)

Statement of purpose

The Master's Program in International Relations (MIR) was launched in 2002. The MIR is a three semesters, 36 credits (90 ECTS) program. It is designed to build up a new cadre of scholars/officials capable of taking on leadership roles in the challenging arena of world affairs, including positions within the diplomatic corps, multinational corporations, education and non-governmental organizations.

Mission

The aim of the Master's Degree in International Relations is to train experts and young professionals capable of taking on challenging jobs and playing leadership roles in the international arena. Unique in Central Asia, the MIR program is comparable in standards and quality to masters' programs in Western Universities, such as Glasgow University, which offers its students in the Russian, Central and Eastern European Studies program an opportunity to earn a dual degree program by studying alongside MIR students at KIMEP.

The overarching goals of the MIR program are:

- To promote excellence in the study of international relations and regional studies.
- To train professionals capable of taking on challenging jobs and playing leadership roles in the international arena.

- To provide a solid foundation for scholars who want to pursue doctoral study and research in international relations.

Objectives of the MIR

The objectives of MIR program are:

1. To provide students with graduate-level knowledge and analytical skills needed for employment in public, no-profit, and private organizations with an international orientation as well as government agencies and higher education institution.
2. To educate graduate students for ethical service to their society and the broader regional and international community.
3. To prepare graduates for doctoral studies in areas relevant to international relations.

Learning Objectives of the MIR

The MIR program's learning objectives are to ensure that graduates have a satisfactory knowledge of:

- The major paradigms of international relations.
- The nature of the international system and its relationship to individuals, socio-economic and cultural groups, states, international organizations, international law, global civil society, and private multinational corporations.
- The economic perspectives on global, international and regional governance.
- Ethics as they apply to international affairs.
- International organizations and their management and leadership, and the impact of development paradigms on political, social and cultural changes.

- Central Asian security issues, geopolitics, economics and integration in the international and global system.

And that graduates also have the necessary cognitive, interpersonal and self-management skills to:

- Undertake supervised independent research, involving the synthesis and application of theoretical constructs to topics in the fields of international relations, international political economy, developmental studies, and regional studies with a specific focus on Central Asia.
- Communicate ideas and information clearly and effectively in written and oral English.
- Use information technology for the retrieval, analysis and presentation of information.
- Work effectively with others in the pursuit of common objectives.

Intended Learning Outcomes of the MIR

At the successful completion of this Program, graduates will be able to:

- Identify and analyze the structure and fundamental dynamic processes of the international system.
- Describe and articulate the major paradigms and theoretical perspectives within the discipline.
- Explain the behavior and interactions of the primary actors within the international system, so as to be able to construct basic models of policy decision-making.
- Discuss and appraise the impact of culture, history, geography, and power and wealth differentials on the formulation of foreign policies of different states.
- Appraise the impact of social classes, ethnic groups, social/political movements and interest groups on the formation of foreign policy in various states.
- Evaluate the role of global institutions, international law, and fundamental values or ethical considerations in the formulation of foreign policy.
- Utilize the skills and knowledge noted above to frame the policies of Kazakhstan and other Central Asian states in a global context.
- Conduct original research and develop the capacity to communicate that knowledge via written and oral presentations at a satisfactory level in English.

Admission Requirements

To be considered for admission to the Master of International Relations a candidate must meet the requirements for graduate study at KIMEP. These requirements include a Bachelor degree or equivalent and proficiency in English (an acceptable score on the KIMEP English Entrance Test (KEET) or other equivalent test). Candidates are selected by an admission committee after an interview with the candidate.

To apply for admission a candidate should submit:

1. A completed application form.
2. A certified copy of all academic degrees and transcripts, or Spravka from the granting university certifying that an applicant is a graduating/final-year student, and a copy of transcripts verified at the university.
3. A minimum score of 40 on KEET test and, if available, TOEFL/IELTS scores.
4. Two letters of reference.
5. A current resume.
6. A Statement of Purpose (2-3 pages).

Each eligible applicant will be interviewed in-person or by telephone, if necessary.

Foundation English Courses

Students may be required to complete one or two non-credit Foundation English courses, depending on his/her KEET score, before beginning graduate-level courses (see below):

KEET score	Name of English course
60 or higher	None
50-59	ENG5005 Foundation English 5
45-49	ENG5004 Foundation English 4

Course Transfer Policy

Entrants can gain credit for the prerequisites on the basis of their undergraduate study.

At the discretion of the Department of Politics and International Relations, courses taken in other graduate programs may be recognized as equivalent to required coursework in the MIR program, but a suitable elective course must then be substituted for the required course in order to meet the minimum number of total credits explicitly required to be taken in the MIR program. Such a possibility will be evaluated on a case-by-case basis.

Program Structure

Requirements for the MIR are as follows:

Program Requirements	27 credits
Program Electives	9 credits
Total Required for Graduation	36 credits

Program-Specific Prerequisite Coursework

MIR students must complete the following prerequisite courses or have completed equivalent coursework before taking any graduate-level courses (with the exception of IRL5512 and CSS5000). The prerequisites may be waived at the discretion of the departmental Curriculum Committee if completed during undergraduate study.

- POL2511 Fundamentals of Political Science
- IRL2512 Fundamentals of International Relations

Program Requirements

NOTICE: with the exception of Thesis III, required courses are normally offered once a year (in Fall or in Spring or in Summer), therefore students are advised to plan their graduate career accordingly.

The following 12 courses are required for a total of 36 credits (90 ECTS).

Course Code	Course Title	
CSS 5000	Critical Thinking and Writing	3 credits
IRL5512	Research Methods/Thesis I	3 credits
IRL5513	Theories of International Relations	3 credits
IRL5515	International Political Economy	3 credits
IRL5521	Central Asia in Global Politics	3 credits
IRL5533	Developmental Studies	3 credits
IRL5525	Thesis II (For details, please see the CSS Guidelines for Master's Thesis.)	3 credits
IRL5526	Thesis III (For details, please see the CSS Guidelines for Master's Thesis.)	3 credits

IRL5534 OR IRL5535	Internship in International Relations* or Applied Research Project in International Relations	3 credits 3 credits
IRL 5xxx	Elective	3 credits
IRL 5xxx	Elective	3 credits
IRL 5xxx	Elective	3 credits
	TOTAL	36 credits

*Note - May be waived for students who can demonstrate that they have had full-time employment for a minimum period of six (6) months. In such cases 6 additional elective credits must be substituted.

Program Electives

For their elective courses, students should select any three departmental courses from the 5000 level. Not every elective is offered every year.

Indicative list of program electives:

Course Code	Course Title
IRL5516	International Institutions
IRL5525	Domestic Politics and Foreign Policy in the Post-Communist World
IRL 5538	Ethics in International Affairs
IRL 5539	Political Geography
IRL5542	Government and Politics in Central Asia
IRL5547	Russian Foreign Policy
IRL5551	Petro Politics
IRL5552	Central Asia-United States Relations
IRL5555	Asian Security: Theory and Practice
IRL5558	Central Asia – Russia Relations
IRL5580	Master Seminar in Regional Studies
IRL5590	Master Seminar in International Relations

Program Plan

The following table is a sample program of study to finish the MIR degree in three semesters. Students who need to complete English and/or prerequisite courses would need another one or two semesters to complete the program.

NOTICE: with the exception of Thesis III, required courses are normally offered once a year (in Fall or in Spring or in Summer), therefore students are advised to plan their graduate career accordingly.

An indicative study program for full-time ordinary students would be:

Degree Structure Chart

	Fall Semester			Spring Semester	
CSS5000	Critical Thinking and Writing	3	IRL5513	Theories of International Relations	3
IRL5512	Research Methods/Thesis 1	3	IRL5525	Thesis II	3
IRL5515	Developmental Studies	3	IRL	Elective	3
IRL5521	Central Asia in Global Politics	3	IRL5533	International Political Economy	3
IRL	Elective	3			
	Subtotal	15		Subtotal	12
Summer Semester					
IRL	Elective	3			
IRL5534/ IRL5535	Internship in International Relations or Applied Research Project in IR	3			
IRL5526	Thesis III	3			
	Subtotal	9			
TOTAL 36					

DEPARTMENT OF GENERAL EDUCATION ADMINISTRATION GENERAL INFORMATION UNDERGRADUATE GENERAL EDUCATION COMPONENT

ADMINISTRATION

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GENERAL INFORMATION

Chair's Statement

Our program's greatest gift to KIMEP students is to instill curiosity and inspire passion. Liberal education substantiates disciplined study. Students develop the foundation and context for their specializations, for their university lives, and for the lives beyond graduation. Here they develop critical thinking skills, communication skills, quantitative reasoning skills

and values that will allow them to soar in their major studies. To function intelligently inside and outside the university, KIMEP graduates will comprehend the interrelatedness of individual disciplines to the human experience. One area of knowledge clearly affects another. By examining perspectives and paradigms particular to academic disciplines, experiencing processes whereby disciplines generate knowledge, applying discipline-specific knowledge to general human understanding and action KIMEP graduates are not only prepared to work because of their technical skill; they are prepared to lead because of their wisdom.

Mission

General Education develops the foundation skills necessary for functioning in complex local and global environments. General Education courses foster those skills necessary to acquire knowledge, comprehend complex material, think critically and creatively, formulate ideas, evaluate moral and ethical issues, consider different and sometimes conflicting perspectives, derive solutions to problems and communicate effectively throughout the process.

Profile

We prepare tomorrow's leaders to be informed and educated lifelong learners and world citizens. This is the heart of our endeavor. Through a rigorous and innovative liberal arts education, our students investigate the core questions of human experience, such as ethics, aesthetics, culture, history and epistemology. Our courses teach the important skills of critical thinking, communication, quantitative

reasoning and cultural sensitivity. Student knowledge is applied across a variety of contexts to create versatile learners for a world that is constantly changing. To serve our students' interests, we have introduced two new programs of study: a minor in Mathematics and a minor in Environmental Science.

The Department of General Education attracts world-renowned faculty. We are committed to creating enthusiasm for learning, as well as bringing the latest research and technology into the classroom. To this effort, the faculty and staff actively support institutional partnerships, outreach programs, experiential learning opportunities, mentoring, and international education. We foster an open and diverse environment where faculty and students engage in wide-ranging research, artistic creativity, humanistic inquiry, global learning, and community involvement. We invite students to have life-changing experiences and to become lifelong learners who think creatively and critically about the future and contribute to changing society for the better.

Statement of Purpose

The breadth of a rigorous liberal education combined with the depth of specialized study in the student's primary academic discipline(s) is essential to the education of the whole student. In their lives and in their careers, our students must be prepared to grasp complex problems, develop a global perspective on the diversity of human experience and knowledge, respond to changing demands, and articulate innovative responses and solutions. GE seeks to grow students' creative and intellectual engagement; civic, personal, and social responsibility; and lifelong learning and enable them to thrive in a knowledge-intensive economy and a society where new ideas are essential for progress. The success of today's college students in their communities, workplaces, and across their lifetimes depends upon a complex and transferable set of skills and capacities.

Goals and Objectives

The goals of the General Education program as well as the measurable learning outcomes are driven by the mission of KIMEP. These goals reflect the philosophy of a balanced education that prepares students for decision-making, leadership and lifelong learning. After completing the General Education program, a student will be able to:

Goal 1: Demonstrate analytical and quantitative skills.

Goal 2: Demonstrate effective problem-solving and critical thinking skills.

Goal 3: Demonstrate awareness of topics in the humanities, arts and cultural diversity.

Goal 4: Demonstrate awareness of ethical and philosophical topics.

Goal 5: Demonstrate awareness of topics in social sciences.

Goal 6: Demonstrate knowledge and skills in science.

Goal 7: Demonstrate knowledge and skills in information technology.

UNDERGRADUATE GENERAL EDUCATION COMPONENT

The General Education curriculum is 48 credits and it is divided into three sections combining nine different categories (numbered 0 to 8).

The first section of General Education comprises courses that must be taken by all KIMEP students. It consists of two categories: one with subjects that are required by the Ministry of Education and Science of the Republic of Kazakhstan for all students in all institutions of higher learning, and the other category with courses required by KIMEP itself. The courses in the first category include the History of Kazakhstan (3 credits), one year of Kazakh language (6 credits), Introduction to Environmental Studies (3 credits) and Life Security (1 credit). These Ministry requirements apply to all undergraduate degree students (including those from outside Kazakhstan). Non-degree students (including non-degree international exchange students) are exempt from these Ministry requirements, as they are not seeking a KIMEP undergraduate degree.

The second category involves Academic English courses.

In addition to these credit-bearing courses, students must also take the Student Choices (GEN1020) course. This course offers an introduction to various aspects of study at KIMEP. This is presented as an intensive part of the orientation program and is mandatory for all undergraduate students. It should be completed during the first year of their study at KIMEP.

The second section of the curriculum consists of foundation courses that develop the skills necessary to succeed in other courses. Four categories 1, 2, 3 and 4 constitute the foundation section and include courses in English, Mathematics, Statistics and Information Technology. General Education foundation requirements should be completed in the first year of study. This insures that students are prepared to take on more challenging classes and to do well in those courses. For some categories there are course options that are designed specifically for students in certain fields.

The third section consists of several disciplines that provide students with a broad perspective on human knowledge. Requirements 5 through 8 make up the third section, and students are required to take some classes from each category. In order to give students the flexibility to take a class that interests them or is most useful for them, students may select any class offered under a discipline to fulfill the requirement. The area requirements can be taken at any time during one's studies. However after all foundation courses are completed, students are encouraged to make regular progress on the area requirements by taking at least one General Education course per semester until all requirements are complete.

The following table summarizes the breakdown of the General Education requirements and the number of credits required.

Required Courses (category 0)

Thirteen credits are required in this section:

GEN1000	History of Kazakhstan *)
KAZ1xxx	Kazakh language *) – semester 1
KAZ1xxx	Kazakh language *) – semester 2
GEN1020	Student Choices [0 credit]
GEN1030 GEN1040	Introduction to Environmental Studies *) Life Security *) [1 credit]

*) – required for all students in compliance with the requirement of Ministry of Education and Science of the Republic of Kazakhstan (with the exemption of non-degree international exchange students noted above).

Students are strongly recommended to study these courses in their first year at KIMEP. GEN1040 should be taken in the first semester. The teaching language of the Life Security course is a Russian. Students should complete GEN1000 during the first year of their study at KIMEP. Sections taught in Russian and Kazakh are available, although students are strongly encouraged to take the course in English.

Students (except non-degree international exchange students) must study two semesters of Kazakh language. The program in Kazakh includes suitable courses at various levels, from beginner to advanced, for students who enter with different levels of Kazakh proficiency. Students should read the course descriptions in order to ensure that they choose the right level. Kazakh instructors will offer assistance in the first week of classes in order to confirm the choice of level.

General Education Foundation Requirements (categories 1, 2, 3, 4)

Students must take 21 credits in four foundation areas. Unless otherwise indicated, the courses are worth 3 credits.

1. English (12 credits)

The following four Academic English courses are required:

GEN1100	Academic Speaking
GEN1120	Academic Reading and Writing I
GEN1110	Academic Listening and Note Taking
GEN1121	Academic Reading and Writing II

The four Academic English courses (GEN1100, GEN1120, GEN1110, and GEN1121) form a sequence. GEN1100 and GEN1120 are normally taken in a student's first semester, and GEN1110 and GEN1121 in a student's second semester. Most academic departments expect a student to have taken and passed these four courses before taking content area courses in the major field. Therefore, it is especially important that students complete these courses in the first year.

Students whose English skills are well above average or who have achieved high scores in the KIMEP English Entrance Test (KEET), IELTS, TOEFL or

similar proficiency tests may be allowed to register for courses in Advanced Academic English. Details and prerequisites are specified in the Language Center section of this catalog.

English Completion

- Students should have fulfilled their English requirements by the time they complete 30 total credits. If they have not completed the required English courses at the 30-credit point, they must be enrolled in English concurrent with other courses.
- Students must have completed all English courses by the time they reach 45 total credit hours.
- If a student has not completed his/her English by 45 credit hours, the student will be limited to taking English language courses only until the English language requirement has been met.

2. Mathematics (3 Credits)

Any one of the following courses:

GEN1200	College Algebra
GEN1201	Mathematics for Business and Economics
GEN1202	Applied Mathematics for Social Sciences
GEN1203	Mathematics for Lawyers

Math: All BSc and those CSS students who are in the Economics and Public Administration areas must take GEN1201 Mathematics for Business and Economics. CSS students in the areas of Journalism and Political Science/International Relations may take GEN1202 Applied Mathematics for Social Science or GEN1201 Mathematics for Business and Economics. Students enrolled in LLB program must take GEN1203 Mathematics for Lawyers.

College Algebra

GEN1200 College Algebra is a zero (0) credit course for students who need additional development of basic math skills. The course covers mathematic skills and principles necessary to successfully complete the credit courses that are required in General Education.

A student who feels that he/she needs additional preparation in mathematics may voluntarily elect to take GEN1200 before enrolling in GEN1201 or

GEN1202. This increases the likelihood of a desirable grade in the follow-up Math course. A student who receives a failing grade in either GEN1201, GEN1202 or GEN1203 must enroll in and receive a passing grade in GEN1200 before repeating the failed Math course.

A student who scores less than 60% on the mathematics part of the Unified National Test is required to take GEN1200 before enrolling in GEN1201.

3. Information Technology (3 credits)

Any one of the following courses:

GEN1300	Introduction to Computers
GEN2301	Business Computer Applications

These courses cover much of the same materials and if you take one, you are barred from taking the other one. This banning includes taking the other course in the Personal Development or Research and Problem-Solving categories. Please see the Office of General Education if you have any questions on the suitability of a course for fulfilling the Informational Technology requirement.

4. Research or Problem-Solving Skills (3 credits)

All courses listed below under each catalog year require GEN1100 and GEN1120 as prerequisites:

GEN2401	Introduction to Statistical Analysis
GEN2402	Business Statistical Analysis
GEN2410	Calculus
GEN242x	Any Computer Information Technology course except GEN1300 and GEN2301
GEN2430	Research, Reading and Writing
GEN2431	Legal Research and Writing I
GEN2440	Critical Thinking

Law School LLB students must select GEN1630 Legal Research and Writing I. Students enrolled in the Economics program must take GEN1630. Some other departments may require students to take a specific course as a prerequisite for other program courses.

General Education Area Requirements (categories 5, 6, 7, 8)

Students must take 14 credits in four categories. Unless otherwise indicated, the courses are worth 3 credits.

5. Ethics and Philosophy (3 Credits)

All courses listed below under each catalog year require GEN1100 and GEN1120 as prerequisites:

GEN2500	Introduction to Philosophy
GEN2510	Principles of Ethics

The course selected cannot be a required course in the student's major field.

6. History, Culture and Arts (6 Credits)

All courses listed below under each catalog year require GEN1100 and GEN1120 as prerequisites:

GEN2600	History of Civilizations I
GEN2601	History of Civilizations II
GEN2602	Western Civilization
GEN1610	Great Traditions and Culture of Kazakhs
GEN1611	Introduction to Cultural Anthropology
GEN1620	Arts History
GEN1621	Introduction to Music
GEN1622	Introduction to Films
GEN1623	Theater
GEN1630	Theory of State and Law [4 credits]
GEN1603	History of Political and Legal Studies [2 credits]
GEN265x	Special Topics in History, Culture and Arts

The courses selected cannot be required courses in the student's major field. Other history or culture classes offered may also fulfill the requirement.

Law School: LLB students are required to select GEN1722 History of State and Law and GEN1724 History of Political and Legal Studies

7. Social Sciences (0 or 3 Credits)

College of Social Sciences students – 0 credits in this area.

Bang College of Business students – 3 credits in this area. It is recommended that a Bang College of

Business student select one of the following courses (please see the table below).

School of Law - 3 credits in this area. Students enrolled in LLB program must select GEN2720 Introduction to the Legal System of Kazakhstan.

All courses listed below under each catalog year require GEN1100 and GEN1120 as prerequisites (it not refers to POL2511 and IRL2512):

GEN2700	Fundamentals of Sociology
GEN2701/ POL2511	Fundamentals of Political Science
GEN2702	Introduction to Geography
GEN2703	Political Geography
GEN2710/ PAD2111	Fundamentals of Public Administration
GEN2711/ IRL2512	Fundamentals of International Relations
GEN2712	Mass Media and Society
GEN2720	Introduction to the Legal System of Kazakhstan
GEN275x	Special Topics in Social Sciences

8. Personal Development (2 or 5 Credits)

This category allows students to study subjects that have a personal or career development. Students are advised to carefully consider their career objectives when selecting these courses.

College of Social Science students must take at least 5 credits in this category. Bang College of Business students must take at least 2 credits. Courses that can be used in this area include the following:

1. Any modern language course(s). Current options include:

Chinese	Korean
French	Russian
German	Spanish
Japanese	Turkish

2. Any additional course from categories 1 through 6

An additional English course
An additional Mathematics course
An additional Computer course with a code of CIT or IFS
An additional Science course
An additional course in Philosophy or Ethics

3. The following courses can also be used for this requirement.

GEN1820	Health, Nutrition and Lifestyle
GEN1830	Drama
GEN1831	Performing Arts
GEN1832	Learner Autonomy [1 credit]
GEN2800	Public Speaking
GEN2801	English for Specific Purposes
GEN2802	Business Communication in Russian
GEN2810	Personal Finance
GEN2820	Introduction to Business
GEN2812	Introduction to Public Relations

The General Education elective courses are not counted toward the student's program/major requirements.

Additional courses that are currently offered include sports courses such as Yoga and the Martial Arts, as well as Performing Arts. The sports courses are one-credit courses but can be repeated three times for credit. For example, a student could register for two or three sections of a sport so they would participate two or three times per week or they could take the same sports course three different semesters. Also, students may register for different sports up to three credits. For example, a student could register for Yoga and Karate either in the same semester or different semesters.

The following table summarizes the General Education requirements. At least one course from every category is offered every semester, so students will always have the opportunity to enroll in courses that are needed for General Education.

Required courses	13 credits total	Credit
	GEN1000 History of Kazakhstan	3 credits
	KAZ1xxx Kazakh language – semester 1	3 credits
	KAZ1xxx Kazakh language – semester 2	3 credits
	GEN1020 Student Choices	0 credit
	GEN1030 Introduction to Environmental Studies	3 credits
	GEN1040 Life Security	1 credit
English	12 credits total	
	GEN1100 Academic Speaking	3 credits
	GEN1120 Academic Reading and Writing I	3 credits
	GEN1110 Academic Listening and Note Taking	3 credits
	GEN1121 Academic Reading and Writing II	3 credits
Math	One of three options [program specific]	3 credits
Information Technology	One of two options [program specific]	3 credits
Research/Problem-Solving	One of several options [program specific]	3 credits
Ethics or Philosophy	One of two options	3 credits
History, Culture & Arts	Two of many options	6 credits
Social Sciences	BCB & LLB only: One of many options	0 – 3 credits
Personal Development	Many options [BSc – at least 2 credits, CSS – at least 5 credits]	2 – 5 credits
Total General Education Requirements		48 credits

Minor in Mathematics

The mission of the Minor in Mathematics is to give students a solid knowledge of fundamental mathematics, to develop their ability to think critically and analytically and the ability to apply their knowledge. Modern financial analysis, economic analysis,

operations management and other areas of business administration use high-level mathematics. Career paths in business such as Finance, Accounting or Operations Management, as well as the opportunities presented in the discipline of Economics, all utilize skills developed by this minor. Applied mathematics

is becoming the underpinning of the revolutionary changes taking place in all scientific, engineering and technological fields. These areas are vital to the new industries that will dominate the twenty-first century. So a minor in Mathematics will improve preparedness of students and increase their competitiveness for future jobs and graduate schools anywhere in the world.

Program structure: Minors offered at KIMEP consist of 5 courses (15 credits). Thus, a Minor in Mathematics at KIMEP also consists of 5 courses: all courses from Group A (required courses) and any 3 courses from Group B (elective courses).

<i>Group A: Required courses</i>	
MATH2001	Linear Algebra
MATH3001	Introduction to Analysis
<i>Group B: Elective courses</i>	
MATH3002	Differential Equations
MATH4001	Discrete Mathematics
MATH4002	Probability Theory and Statistics
MATH4003	Introduction to Complex Analysis
MATH4004	Introduction to Abstract Algebra
MATH 400x	Selected Topics in Mathematics

The list of elective courses may be substantially extended.

Who can minor? To earn a minor in Mathematics, a student must have a minimum overall GPA of 2.67 and have a grade of B or higher in any of the mathematical courses from the General Education requirements. The minor in Mathematics is intended for any student, regardless of their major, catalog year, with a strong interest in Mathematics.

The learning objectives of the Minor in Mathematics program are to develop:

- Critical thinking and analytical skills;
- The ability to make a sound logical inference;
- An understanding of basic mathematical techniques and the ability to use them;
- An understanding of mathematical proofs and the ability to produce a correct mathematical proof;
- Knowledge of foundational facts (theorems) of linear algebra, analysis and related subjects.

Mathematical Requirements for BCB and Economics Majors:

- A student must have completed his/her required General Education Mathematics course by 60 credits or, if s/he has not completed the required General Education Mathematics course at the 60-credit point, he/she must be enrolled in Mathematics concurrently with other courses.
- A student who has not completed the required General Education Mathematics course by 60 credits and desires to take required General Education Mathematics plus additional credits will be limited to the following courses: any General Education course, and any sophomore level or below (1000 or 2000 level) course in either BCB or Economics. Under no circumstances will required General Education Mathematics be waived for any upper-level course in either Economics or BCB (either before or after the 60-credit benchmark).
- A student must have totally completed the required General Education Mathematics course by 70 credit hours.
- If a student has not completed the required General Education Mathematics course by 70 credit hours, the student will be limited to taking Mathematics only until the Mathematics requirement has been met.

Mathematical Requirements for Non-BCB and Non-Economics Majors:

- A student must have completed his/her required General Education Mathematics course by 60 credits, or if s/he has not completed the required General Education Mathematics course at the 60-credit point, he/she must be enrolled in Mathematics concurrent with other courses.
- A student who has not completed the required General Education Mathematics course by 60 credits and desires to take the required mathematics course plus additional credits may continue to take courses in the majors but must be enrolled in Mathematics simultaneously with the major courses.
 - A student must have totally completed the required General Education Mathematics by 90 credit hours.
 - If a student has not completed the General Education Mathematics requirements by 90 credit hours, the student will be limited to taking Mathematics only until the Mathematics requirement has been met.

Math Lab

A Math lab is available to provide assistance to students who need help in mathematics. The lab is open to all KIMEP students regardless of the courses in which they are enrolled. The lab has several computers with self-teaching software that can give students practice in solving math problems. Tutors are also available who can provide help in understanding math concepts.

Minor in Environmental Studies

The Mission of the Minor in Environmental Studies is to provide students with thorough understanding of the interaction between human activities and the environment. Every discipline offered at KIMEP can be used in conjunction with this minor to optimize students' career opportunities, their ability to protect their country and heritage and to advance solutions to global environmental problems.

Program structure. Minors offered at KIMEP consist of 5 courses (15 credits). Thus, a Minor in Environmental Studies at KIMEP also consists of 5 courses: all courses from the required courses group and any 3 courses from the elective courses group.

Learning objectives of the minor in Environmental Studies are to:

- Demonstrate knowledge and skills in science.
- Demonstrate an ability to evaluate environmental issues from scientific and social/political/economic perspectives.
- Demonstrate an ability to integrate and synthesize knowledge from those and other disciplines in studying complex problems.

Required courses (6 credits)

GEN2511 Environmental Ethics
GEN2721 Ecology, Environmental Law & Policy

Environmental Studies Minor program Course Offerings:

Students must complete 3 courses (9 credits) from the following lists:

- One of the following courses:

GEN2311 Energy and the Environment (3 credits)
GEN2320 Integrated Science (3 Credits)
GEN2603 World Geography (3 Credits)

- Two of the following courses

GEN2312 Population and the Environment (3 Credits)
PAD3541 Natural Resource Management (3 Credits)
PAD4441 Oil and Gas Policy (3 Credits)
PAD4545 Environmental Governance (3 Credits)

THE SCHOOL OF LAW

ADMINISTRATION

GENERAL INFORMATION UNDERGRADUATE DEGREE PROGRAM:

BACHELOR OF LAW (LLB)

MINORS IN LAW

GRADUATE DEGREE

PROGRAM:

MASTER OF INTERNATIONAL LAW (LLM)

MINOR IN TAX LAW

MINOR IN BUSINESS LAW

ADMINISTRATION

Dean

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GENERAL INFORMATION

Statement of Purpose

The School of Law provides graduate and undergraduate education in law to prepare students to take leadership and management roles in the development of the business economy, legal practice community and civil society in Kazakhstan, Central Asia and the rest of the world.

Mission

The mission of the School of Law is to provide students with a deep understanding of substantive Kazakhstan and international law, and of the role that national and international law plays in the development of orderly and successful societies. In addition, the School will provide students with the skills necessary to apply that law to solve business, individual and societal problems. The fundamental principle guiding the School of Law and the courses in its curriculum is the Rule of Law. The School seeks to produce the next generation of leaders in legal practice, government, and international organizations. Accomplishing this mission necessitates a reconstruction of how law is taught and applied in Kazakhstan and Central Asia. The School of Law has developed four-step plan to implement that policy.

Program building:

- Create novel programs within our existing structure such as Programs in Tax Law, Energy Law, Environment and Taxation; International Corporate Law; Intellectual Property Law; and Law and Finance in Global Markets.
- Promote the development of Joint Degree programs with the Bang College of Business and the College of Social Sciences to maximize synergies in education throughout KIMEP.
- Provide minors in law to students in other colleges of KIMEP to enable students to understand the intersection of law with other disciplines.
- Promote cross-listing of courses, multi-disciplinary programs and options of specialization.
- Build an undergraduate degree program in law based on Western standards and Kazakhstani content - an LL.B prototype that would be the first of its kind in Central Asia.

Creation of a research facility and knowledge database:

- Create research centers to serve as commercial arms of the School of Law, in order to establish strong links with Kazakhstan government, the external local environment and foreign institutions; the “Central Asia Tax Research Center” is the first of these centers.
- Develop a textbook series in the English language to enable teaching of Kazakhstan law to students who wish to practice law in Kazakhstan.

- Publish a Law Journal to promote an understanding of the legal issues that predominate in Kazakhstan and Central Asia.

Alliance building, effective use of multiple languages, and creation of a multicultural environment:

- Build alliances, including the creation of dual degree programs with leading Faculties of Law in universities in Europe, Russia, Central Asia, China, USA, and Latin America.
- Recruit foreign faculty and students drawn from around the world to achieve a goal of global legal education.
- Use multiple languages in course assignments.

Reform legal education in Kazakhstan and Central Asia:

- Implement teaching methodologies used in the most prestigious and advanced law schools in the world.
- Merge theory with practical skills so that graduates are prepared to use their knowledge in the professional environment, the courts, and dispute settlement systems.
- Create a mandate for students to “Think outside the Box”.
- Assure that every graduate possesses the ability to produce written legal submissions of quality equal to those produced by the best students in world-class legal institutions and assure that every graduate possesses effective rhetorical skills.
- Establish the School as the preeminent institution providing legal education in Central Asia to serve the region’s needs and to clarify, simplify, and unify existing national and regional law.

Profile

The School of Law incorporates best academic practices in teaching and scholarship adopted by leading law schools throughout the world. The School stresses innovative courses and teaching methodology, legal research and publication, and education in non-legal disciplines to deepen understanding of the law. The School’s objective is to create the foremost School of Law in Central Asia. The School of Law comprises an undergraduate and post-graduate program. The undergraduate program provides law courses to students in the Bang College of Business and the

College of Social Sciences. In addition, the School of Law offers four Minors in Law to undergraduate students at KIMEP. The undergraduate courses cover business, international, and Kazakhstani law. The School has received the license from the Ministry of Education and Science to offer a Bachelor of Laws degree (LL.B.) in Jurisprudence and accepted its first entry class in academic year 2011-12. The post-graduate program is the Master of Laws in International Law (LL.M). The LL.M program courses are built on the pillars of international commercial law and public international law, and provide specific courses in areas such as company law, taxation, and natural resources law. The School of Law teaches by transmitting knowledge required to understand each field, instilling in students critical thinking skills, and developing practical skills to apply law to solve legal and social problems.

Degree Programs

The School of Law offers several undergraduate minors in law to students enrolled in other Colleges of KIMEP, and along with the undergraduate Bachelor of Laws degree (LL.B.). It also offers a graduate degree, the Master of Laws degree (LL.M.) in International Law with a possible minor in tax and an LL.M.-M.B.A. Dual degree program in cooperation with the Bang College of Business. In addition it offers a Minor in Business Law to MBA students.

UNDERGRADUATE DEGREE PROGRAM

BACHELOR OF LAW (LL.B.)

The Law School received its license to offer a LL.B. in Jurisprudence in 2011. Its first cohort of students was admitted for the 2011-12 academic year. This degree program is designed to provide the young people of Kazakhstan with an education in law that will enable them to acquire both the knowledge and the skills necessary to become effective practice-ready lawyers by the time that they graduate. In accordance with current international best practices, the KIMEP LL.B. degree will integrate the study of substantive Kazakhstan law and international law with critical thinking and problem solving skills, and with drafting, negotiating and advocacy skills. As a result, students who earn the KIMEP LL.B. degree will be well-trained, highly effective lawyers and business people, who upon graduation will be well-prepared to practice law. The LL.B. program requires that students complete 146 credits of education. The program can be completed in eight regular winter and spring semesters, plus two summer semesters.

The LL.B. degree will be taught primarily in English. However, KIMEP law students will also study the substantive laws of Kazakhstan in Russian so that they are able to understand the technical terms and to use the law in advising clients and representing them in judicial proceedings under Kazakh law. They will then analyze and apply the laws in English, in the same way that they will do when they enter the practice of law and business in the international business community in Kazakhstan. Because of their unique training that integrates theory and the practice of law, graduates of the KIMEP School of Law will have a competitive advantage when they work for internationally recognized law firms, consulting firms, accounting firms or multinational corporations as well as for smaller law firms and individual clients.

Below is the suggested four-year schedule for the program. This catalog includes the course descriptions only for the second year, as these are the only courses that will be taught in the LL.B. program for 2011-12. Next year's catalog will provide all four years to provide further guidance in choosing the student's coursework.

1 ST YEAR FALL SEMESTER		1 ST YEAR SPRING SEMESTER		
KAZ1___	Kazakh	3	KAZ1___ Kazakh	3
GEN1000	History of Kazakhstan	3	GEN1110 Academic Listening and Note Taking (English)	3
GEN1100	Academic Speaking [English]	3	GEN1121 Academic Reading and Writing II (English)	3
GEN1120	Academic Reading and Writing I (English)	3	GEN1300 Introduction to Computers or GEN2301 Business Computer Applications	3
GEN1020	University Life	3	GEN1630 Theory of State and Law	4
GEN___	Personal Development Course	3	GEN1603 History of Political and Legal Studies	2
GEN2720	Introduction to the Legal System of Kazakhstan	0		
	Total	18	Total	18

2 ND YEAR FALL SEMESTER		2 ND YEAR SPRING SEMESTER		
GEN2431	Legal Research, Reading and Writing I	3	GEN1203 Mathematics course	3
GEN2721	Environmental Law and Policy	3	GEN2500 Introduction to Philosophy or GEN2510 Principles of Ethics	3
LAW2101	History of State and Law in Kazakhstan	2	LAW2432 Legal Research, Reading and Writing II [prerequisite Legal Research, Reading and Writing I]	2
LAW2102	History of State and Law in Foreign Countries	2	LAW2104 Administrative Law of RK [prerequisite Constitutional Law of RK]	3
LAW2103	Constitutional Law of RK [prerequisite Theory of State and Law]	2	LAW2203 Civil Law of RK II (Contract Law) [prerequisite Civil Law of RK General Part]	3
LAW2201	Civil Law of RK I (General Part) [prerequisite Theory of State and Law]	3	LAW2302 Criminal Law of RK Special Part (prerequisite Criminal Law of RK General Part)	3
LAW2301	Criminal Law of RK General Part [prerequisite Theory of State and Law]	3	LAW2901 Academic Internship [prerequisite 36 credits plus Civil Law of RK General Part or Constitutional Law of RK]	2
	Total	18	Total	19

3 RD YEAR FALL SEMESTER		3 RD YEAR SPRING SEMESTER		
LAW3105	Comparative Constitutional Law [prerequisite Constitutional Law of RK]	3	LAW3106 Public International Law [prerequisite Constitutional Law of RK]	3
LAW3204	Civil Law of RK III (Tort Law) [prerequisite Civil Law of RK General Part]	2	LAW3207 Civil Procedure of RK [prerequisite Civil Law of RK General Part and one of the Civil Law of RK Special Part courses]	3
LAW3205	Civil Law of RK IV (Company Law) [prerequisite Civil Law of RK General Part]	3	LAW3401 Land Law of RK	3
LAW3206	Civil Law of RK V (Intellectual Property) [prerequisite Civil Law of RK General Part]	3	LAW3208 Labor Law of RK	3
LAW3209	Family Law and Inheritance Law of RK [prerequisite Civil Law of RK General Part]	3	LAW___ Elective #1	3
LAW3303	Criminal Procedure Law of RK [prerequisite Criminal Law of RK General Part and Criminal Law of RK Special Part]	3	LAW___ Elective #2	3
	Total	17	Total	18

Tentatively Available in summer between 2nd Year and 3rd Year or between 3rd Year and 4th Year

3 RD YEAR SUMMER SEMESTER		
LAW3304	Criminal Investigation Technique	3
LAW3501	Procuracy Supervision in RK	2
LAW3502	Forensic Inquiry	3
Total		8

4 TH YEAR FALL SEMESTER			4 TH YEAR SPRING SEMESTER		
LAW4601	Financial Law	3	LAW4603	Tax Law of RK	3
LAW4107	Private International Law	3	LAW4503	Advocatory in RK / Professional Ethics of Lawyer	3
LAW4602	International Trade Law/Law of the WTO	3	LAW4902	Internship [prerequisite completion of at least 90 credits of courses]	8
LAW4402	Energy Law	3	LAW4903	Preparation for State Exams [prerequisite completion of at least 110 credits of courses]	4
LAW_____	Elective #3	3			
Total		15	Total		18

MINORS IN LAW FOR UNDERGRADUATES

A minor in law is a concentration that an undergraduate student selects to obtain a specialized knowledge in law. A student must complete the prerequisite course (GEN2720 Introduction to the Legal System of Kazakhstan) and 12 credit hours within the Minor in Law Program for a total of 15 credit hours. In order to complete a general Minor in Law, the student may select any four elective courses offered by the School of Law. Students are recommended to consult faculty members on the choice of courses in order to assure a coherent understanding of the law. Alternatively, for the students who want to receive deeper knowledge in particular branch of law, the School of Law offers three specialized tracks in the Minor in Law program:

- Public Law
- Private Law and
- International Law

In order to receive a specialized Minor in law the student must complete the prerequisite course (GEN2720 Introduction to the Legal System of Kazakhstan), 3 mandatory courses and 1 elective course from the chosen track. With the approval of the Dean of the School of Law, students completing a Minor in law may take courses from LL.M program.

Minor in Law for Undergraduates in Tabular Format

Prerequisite for all Minors in Law:

GEN2720	Introduction to the Legal System of Kazakhstan	3
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Minor in Law

Any 4 Electives from the undergraduate program in law

Minor in Public Law

Mandatory Courses		
LAW2104	Administrative law of RK	3
LAW4514	Constitutional Law of RK	3
LAW3106	Public International Law	3
Elective Courses		
Any 3 credits of elective courses offered by the undergraduate program in law		
Total		12

Minor in Private Law

Mandatory Courses		
LAW2202	Business Law	3
LAW2201 or LAW3517	Civil Law of RK, General Part	3
LAW4602	International Trade Law/Law of the WTO	3
Elective Courses		
Any 3 credits of elective courses offered by the undergraduate program in law		
Total		12

Minor in International Law		
Mandatory Courses		
LAW3106	Public International Law	3
LAW4602	International Trade Law/Law of the WTO	3
LAW4515	Law of the European Union	3
Elective Courses		
Any 3 credits of elective courses offered by the undergraduate program in law		
Total		12

Electives of Minor in Law courses

LAW3209	Family Law and Inheritance Law of Kazakhstan	3
LAW3713	Animal Law	3
LAW4107	Private International Law	3
LAW4601	Financial Law	3
LAW4603	Tax Law of Republic of Kazakhstan	3
LAW4517	Law and Economics	3

GRADUATE DEGREE PROGRAM

MASTER OF LAWS IN INTERNATIONAL LAW (LL.M)

Statement of Purpose and Mission

The LL.M in International law is a one-year degree program providing specialized knowledge of International law for legal and business practitioners engaged in cross-border legal transactions. The LL.M program offers a foundation in the two pillars of international law: Public International Law and International Commercial Law. Foundational knowledge of international law permits students to acquire a profound understanding of the normative predicates upon which contemporary and particularized departments of law repose. The objective of the program is to provide professionals with the skills to solve complex legal problems, provide service to clients based on ethical principles, and to reform the legal system of the Republic of Kazakhstan.

The KIMEP LL.M in International Law is based on first principles. Students are expected to acquire

the skill to read and interpret legal texts, to critically examine the underlying policies of legal rules, and to prepare written and oral arguments based upon correct reasoning and applicable to practical tasks encountered in the external environment. The KIMEP LL.M in International law next takes advantage of Kazakhstan's geopolitical position. Kazakhstan is rich in natural resources, expects the city of Almaty to become the financial center of Central Asia, and has joined a Customs Union with the Russian Federation and Byelorussia. The curriculum weaves conventional courses found in general LL.M. courses with courses dealing with the particular legal regime of Kazakhstan that constitute a precondition for foreign direct investment in the extractive industries and emerging cutting edge markets of Kazakhstan. The faculty within the LL.M program provides guidance to its students, especially within the context of the LL.M thesis. Close relationships between faculty and students benefit both parties. Students have an opportunity to receive professional advice both in academic matters and professional career choices. The ratio of faculty to students is low and allows for the creation of a "lyceum-like" atmosphere at KIMEP.

Faculty

The Faculty of the School of law consists of foreign and local scholars and practitioners. The School of Law stresses the importance of teaching and the use of contemporary pedagogical methodologies without sacrificing a commitment to advance knowledge within the field of law through research and publication. Several faculty members are actively engaged in research and publication both in law per se and in multi-disciplinary research. The faculty publishes articles in peer-reviewed and internationally recognized journals, and engages in the publication of books in their fields of expertise.

Program Objectives

The primary objective of the LL.M program is to train students to apply detailed substantive knowledge of international law, using skills required by the external environment in which they will undertake careers in law and businesses engaged in international transactions.

These mandatory skills are:

1. To draft legal documents in the English language virtually equivalent to a native speaker.

2. To think outside the box by knowing how to interpret and apply law to formulate creative solutions to legal problems.
3. To understand legal principles triggered by cross border transactions.
4. To comprehend the business models upon which laws are based.
5. To understand legal formalities without losing sight of substance.
6. To produce an LL.M thesis demonstrating deep knowledge of a subject and representing scholarly work equivalent to that expected in any world class law school.

Each course in the LL.M program contains explicit components on critical thinking and legal argumentation.

No student graduates from the program without mastering these skills.

Program Intended Learning Outcomes

At the successful completion of this Program, graduates will be able to:

1. Describe, interpret, synthesize and apply principles of public and private international law, including statutes, treaties, judicial decisions, legal texts, and public and private legal agreements.
2. Provide ethical legal advice and solutions to legal problems involving the international aspects of actions by private individuals, business, government and civil society.
3. Identify and advocate among choices of law and plan the locations of international activities based upon comparisons of the legal frameworks for conducting international and cross-border private and business transactions and other activities in Kazakhstan, Central Asia and internationally.
4. Complete supervised independent research projects, involving the synthesis and application of legal principles, legislation, judicial decisions and expert commentary, to practical and scholarly topics in the field of international law.
5. Communicate ideas and information clearly and effectively, in both oral and written English, using correct legal terminology, in descriptive, persuasive and transactional formats, using principles of inductive, deductive and practical reasoning.
6. Demonstrate the ability to work collaboratively in teams, evidencing leadership capacity.

Having achieved these learning outcomes, students

are prepared to pursue further study of law at the PhD level or to work locally or internationally. For example graduates will be qualified to work in:

1. Law Firms
2. Business Firms
3. Financial Services Firms
4. Government
5. International organizations

Admission Requirements

1. A bachelor's degree (or equivalent) in law from a recognized university, having graduated with exceptional credentials.
2. Advanced knowledge of English (qualification is determined from the administration of the KIMEP designed KEET test); a KEET score of less than 40 disqualifies the student from admission to the LL.M.
3. Presentation of an application.
4. Passing an interview, unless determined by the admissions Committee not to be necessary.

In exceptional circumstances, an applicant with undergraduate degree in a field other than law will be admitted under a cumulative assessment of the applicant's undergraduate degree, work experience, English language ability, and motivation. The School does not prohibit applications from applicants without an undergraduate degree in law; however, undertaking a post-graduate degree in law without any prior background in law is a major challenge for the student.

Degree Requirements

The LL.M program consists of 36 credits, including a 3-credit master's thesis. The LL.M degree may be completed in one year (12 months) for full-time enrolled students. The LL.M also may be completed over an extended time period to accommodate working professionals. Admitted students who have a score of less than 60 on the KIMEP Entrance English Test (KEET) test are required to take Foundation English language courses depending upon the range of the KEET score.

Program Course Requirements	21
Law Electives	12
Thesis	3
Total Required for Graduation	36

Students must have a minimum GPA of 3.00 to

graduate from the program and may not have more than 2 grades of 2.0 (C) or below.

Foundation English

With the exception of students with a KEET score of 60 or above, LL.M. students must complete Foundation English courses according to the following matrix. A TOEFL score of 570 or an IELTS score band 5 or above is equivalent to a KEET score of 60.

Score between 50-59	ENG5005 "Foundation English A" with grade of B in course and on exit test
Score between 40-49	ENG5004 "Foundation English B" with grade of B in course and on exit test, and ENG5005 "Foundation English A" with grade of B in course and on exit test

Program Requirements

The following courses are required. All are 3 credit courses for a total of 24 credits

Course Code	Course Title
LAW5201	Legal Method, Skills, and Reasoning
LAW5202	Methods of Legal Argument
LAW5203	Public International Law
LAW5204	International Commercial Law
LAW5205	Private International Law and Ethics
LAW5206	International Commercial Arbitration
LAW5923	Internship or Internship Substitute
LAW5990	Thesis Seminar

Students who do not have an undergraduate degree in law or who have not undertaken undergraduate legal coursework will be required to take one preliminary law course instead of an elective course

LAW5209	Introduction to Kazakhstan Law
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A student must achieve a grade of "B" or higher in LAW5990 "Thesis Seminar". The thesis grade cannot constitute one of the two "C" grades permitted for graduation from the program. Twelve credits in law electives are required. The electives can be selected from the following courses.

Some electives may not be offered each term.

LAW5701	Company law
LAW5702	Tax Law of the Republic of Kazakhstan
LAW5703	Business Litigation Practicum
LAW5704	Law of Energy and Natural Resources
LAW5705	Intellectual Property Law
LAW5706	International Banking Law
LAW5707	International Commercial Arbitration Practicum
LAW5708	Administrative Law of the RK
LAW5801	Corporate Finance
LAW5802	International Taxation
LAW5803	International Investment Disputes
LAW5804	Mergers & Acquisitions
LAW5299	Selected Graduate Topics in Law

Program Plan for Academic Year 2012-13

The following table is the tentative program of courses offered in academic Year 2012-2013; this schedule may change based on availability of professors or interests of students.

FALL

Course Code	Course Title	
Mandatory Courses		
LAW5201	Legal Method, Skills and Reasoning	3
LAW5202	Methods of Legal Argument	3
LAW5203	Public International Law	3
LAW5204	International Commercial Law	3
Advanced Mandatory Courses		
LAW5923	Internship or Internship Substitute	3
LAW5990	Thesis Seminar	3
Electives		
LAW5209	Introduction to Law of Kazakhstan	3
LAW5701	Company Law	3
LAW5702	Tax Law of the RK	3
LAW5706	International Banking Law	3
LAW5707	ICA Practicum	3
LAW5708	Administrative Law of RK	3
Total Credits		33

SPRING

Course Code	Course Title	
Mandatory Courses		
LAW5201	Legal Method, Skills, and Reasoning	3
LAW5202	Methods of Legal Argument	3
LAW5205	Private International law and Ethics	3
LAW5206	International Commercial Arbitration	3
Advanced Mandatory Courses		
LAW5923	Internship or Internship Substitute	3
LAW5990	Thesis Seminar	3
Electives		
LAW5703	Business Litigation Practicum	3
LAW5704	Law of Energy and Natural Resources	3
LAW5705	Intellectual Property Law	3
LAW5801	Corporate Finance	3
LAW5802	International Taxation	3
Total Credits		33

Mandatory Courses LAW5201 and LAW5202 are offered each semester to accommodate students entering the School in mid-year. Advanced Mandatory Courses are offered each semester to accommodate the varying progression of students through the program. Other mandatory courses and elective courses will be offered once in either Fall or Spring semesters; some of these may be offered in the Summer semester as well.

The School is negotiating an agreement for a dual degree with University of Dundee. For purposes of credit transfer, please note that the following LL.M. courses are worth 10 ECTS with all others being worth 5 ECTS:

LAW5201	Legal Method, Skills, and Reasoning
LAW5202	Methods of Legal Argument
LAW5205	Private International Law and Ethics
LAW5206	International Commercial Arbitration
LAW5923	Internship or Internship Substitute
LAW5990	Thesis Seminar

LL.M. MINOR IN TAX LAW

There is constant demand from business and public authorities for qualified tax specialists to work either as external tax attorneys or in-house lawyers in both domestic and multinational companies as well as in various tax administration and tax policy roles in the national and international public sector organizations.

The Minor in Tax Law prepares students for a career of tax professionals either as in-house tax specialists, tax consultants, tax lawyers, or officers of tax authorities. As Kazakhstan develops, the demand for entry-level tax lawyers and consultants able to keep step with the ever-changing tax legislation is increasing rapidly. Students who complete the Minor in Tax Law will be able to successfully apply the following skills:

- Ability to interpret and apply the key sources of tax law, including domestic tax legislation, administrative regulations, international regulations and case law.
- Ability to analyze and design constructive solutions to the key issues in taxation.
- Ability to exercise and protect the rights and obligations of tax authorities and tax payers, as well as understand the tax administration processes, including the appeal and litigation processes.
- Ability to analyze and carry out benchmarking of Kazakhstan's tax legislation, international tax treaties, and foreign tax legislation.
- Ability to hypothesize and reflect on certain practical problems and divergences appearing in domestic law and international treaty law.
- Ability to present the analysis of issues in a number of ways (oral explanation, formal report/memorandum, business style presentation).
- Comprehension of the process of tax law drafting and adoption procedure.

To earn a LL.M. Minor in Tax Law a student shall complete the following courses:

- Tax law of the Republic of Kazakhstan LAW 5908
- Two of the following electives:
 - Either LAW 5909 International taxation law or ACC 5210 taxation in Kazakhstan, but not both of these courses
 - ACC 5211 Principles of taxation
 - ACC 5260.1 Selected topics in accounting: taxation of Multinational Enterprises

- Another graduate elective in tax in the LL.M or the MBA program as approved by the Dean of the School of law or the Dean's designee; or an internship in a tax-related placement, as approved by the Law School faculty member who is supervising the internship.
- A thesis on a tax law topic approved by the thesis Supervisory Panel.

In addition the student must have an aggregate GPA of at least 3.0 (B) in the credits that qualify for the Minor.

MINOR IN BUSINESS LAW

The Law School offers a Minor in Business Law to MBA students in the Bang College of Business. Details about that Minor can be found in the MBA portion of the catalogue.

DUAL DEGREES

LL.M. – MBA DUAL DEGREES PROGRAM

The School of Law and the Bang College of Business cooperate in offering an LL.M.-MBA dual degrees program. Students who desire to enter this program must apply separately for admission to each program (either simultaneously or after they have already enrolled in one) and will earn the two separate degrees in only 75 credits of study rather than the 96 credits required if they had taken the two degrees separately.

The practice of business and the practice of law are substantially interconnected. Business persons advancing the interests of their companies always require legal advice, negotiation and drafting of transactional documents, assessment of legal risks and occasionally litigation. A business person with a good educational foundation in law will be more effective in business activities, and in understanding the legal issues involved in those activities. Similarly, in order to advise business clients effectively, lawyers should understand the basic business issues and the goals of their clients. A person with both legal and business expertise will be more effective in both those fields and in those positions in which law and business intersect.

Graduates of the Joint MBA-LL.M. program should be highly sought-after employees in the following types of positions:

- Business law and international business law firms
- Consulting firms
- In-house counsel offices in major corporations
- Businesses

In order to complete both an MBA and an LL.M. a student normally would need to complete 96 credits of study. Under the dual degrees program, a student will earn both degrees in a total of 75 credits, a saving of 21 credits.

The course and credit requirements for the LL.M.-MBA dual degrees program are:

- **MBA courses – 42 credits**
- 24 credits Required Foundation Core Courses
- 12 credits Required Advanced Core Courses
- 6 credits Required Integrative Core Courses
- **Law courses – 27 credits**
- 18 credits Required Courses
- 9 credits of Law electives (reduced from 12 credits)
- **Shared courses – 6 credits (one of these courses must be taken in the MBA program and the other one in the Law program)**
- Thesis in either Business or Law
- Internship in either Business or Law
- **Total credits: 75**

MIR – IMRCEES (INTERNATIONAL MASTERS IN RUSSIAN, CENTRAL AND EAST EUROPEAN STUDIES) OF THE UNIVERSITY OF GLASGOW, SCOTLAND

Since the Academic Year 2011-12 the Department of International Relations and Regional Studies is offering a dual Master's degree with the IMRCEES (International Masters in Russian, Central & East European Studies) of the University of Glasgow, Scotland. The students undertake the MIR program during the third semester of their graduate academic studies. In 2011 the consortium of IMRCEES (including other than KIMEP University and the University of Glasgow other European universities) won an Erasmus Mundus grant for scholarships and faculty mobility. For the Academic Year 2012-13 the

Department is planning to widen the agreement and to allow MIR students, selected on a competitive basis, to go to the University of Glasgow for the second year of their graduate careers. For further information contact the Chair of the Department.

MIR – GSIS (GRADUATE SCHOOL OF INTERNATIONAL STUDIES) OF THE YONSEI UNIVERSITY IN SEOUL, SOUTH KOREA

On 19 January 2012, the Department of International Relations and Regional Studies of KIMEP University signed a Memorandum of Understanding for offering a dual Master's degree with the GSIS (Graduate School of International Studies) of the Yonsei University in Seoul, South Korea. The MoU was ratified by both universities at the beginning of April 2012. The agreement involves the following programs: MIR for KIMEP University; Master in Global Affairs and Policy, Master of Arts in Korean Studies, Master of Global Economy and Strategy for the GSIS of Yonsei University. GSIS students, selected on a competitive basis, will attend the first year at Yonsei University and the second year at KIMEP University. MIR students, selected on a competitive basis, will attend the first year at KIMEP University and the second year at Yonsei University. For further information contact the Chair of the Department.

RESEARCH CENTERS

THE CENTER FOR ETHICS, ENTREPRENEURSHIP AND ECONOMIC DEVELOPMENT

CEED advances ethical leadership in the public and private sectors via ethics education, business incubation and applied research. Forming a consortium of educators, entrepreneurs, investors, policy makers, and international institutions, the center accelerates economic diversification, sustainable prosperity, and growth of a robust SME sector. Knowledge transfer occurs through consultations, seminars and training modules. The Center is endorsed by The Carnegie Council for Ethics in International Affairs.

BCB CENTER FOR RESEARCH AND COMMUNITY OUTREACH

The Bang College of Business Center for Research and Community Outreach (CRCO) identifies opportunities for research, community outreach, and projects for student active learning. The center also helps faculty members to prepare grant proposals for external funding, develop corporate relationships, innovative theoretical and managerial insights and application-oriented solutions for academia and businesses in Kazakhstan, Central Asia, and the global community. The center encourages BCB faculty and students to develop their research projects in the following streams:

- Banking, Capital, and Currency markets,
- Commodities and Energy Policy for the 21st Century
- Leadership, Globalization, and Cross-Cultural Issues
- Supply Chain, Logistics, and Information Technology Management
- Innovation, Product, and Service Design and Development
- E-Governance, Performance, and Reporting.

CENTRAL ASIAN TAX RESEARCH CENTER

Central Asian Tax Research Center (CATRC) is a specialized academic unit hosted by the School of Law at KIMEP. The members of CATRC perform the research and analytical work focused on taxation issues (both domestic and cross-border) of Kazakhstan and Central Asia countries. CATRC creates situations and climate similar to that in consulting and law firms, where students lead teams and manage research projects, jointly with the professors organize events and deliver research and consulting projects.

KIMEP UNIVERSITY LEGAL CLINIC

KIMEP University Legal Clinic is research center of legal consultation at KIMEP University designed to provide legal aid to socially vulnerable people. Legal

Clinic provides its services free of charge. Legal aid is rendered by students of KIMEP University's School of Law under supervision of faculty members of the School. Legal Clinic offers legal services in civil, administrative, family and labor law.

THE CENTRAL ASIAN STUDIES CENTER

Since the Academic Year 2010-11 the College of Social Sciences (CSS) of KIMEP University has created a Central Asian Studies Center (CASC) based in the College of Social Sciences (CSS) and led by the Department of International Relations and Regional Studies, for fostering cooperation on research with international scholars.

Central Asian Studies Center (CASC)

Facebook: CASC Almaty

Website: <http://www.casc.kz>

Director: Associate Professor Nargis Kassenova

Deputy Director: Assistant Professor Zharmukhamed Zardykhan

THE EUROPEAN STUDIES CENTER

The European Studies Center (ESC) link the diverse pockets of research and graduate teaching interests on Europe and the European Union (EU) — as related to the social sciences, law, business, and culture and language — with the socio-political, economic and cultural imperatives of Central Asia.

THE CENTRAL ASIAN CENTER FOR MEDIA AND SOCIETY

The Central Asian Center for Media and Society will develop, investigate and promote the emergent new media in Central Asia, with particular attention paid to the ways that the new media are influenced by, and influence, social life. By building on local and international partnerships, it will amplify available resources and expertise, and act as a hub for a range of projects that bringing together academics across an array of disciplines. It will support graduate education in journalism at international standards, especially through joint Master's degree programs.

UNDERGRADUATE COURSE DESCRIPTIONS

MODERN LANGUAGES

CHN1301 Beginning Chinese (3 credits)

Prerequisites: None

The Beginning Chinese course introduces the basic elements of the Chinese language in such a way as to enable students to engage in simple communication. It also provides a good foundation for further study of the language. Practice is given in the four skills of listening, speaking, reading and writing. Basic vocabulary and elementary grammatical structures are introduced. The course focuses on writing short compositions, dictations, delivering monologues, intensive and extensive reading of graded books. Speaking and listening skills will be developed primarily through fulfilling the independent-study assignments.

CHN1302 Elementary Chinese 1 (3 credits)

Prerequisite: CHN1301 Beginning Chinese or equivalent

The course follows Beginning Chinese and assumes knowledge of all the materials covered in CHN1301. This course is designed to provide students with a solid background in the four language learning skills: speaking, listening, reading and writing. A special focus of this course is given to developing speaking skills as an integral part of the learning process. Students will learn to communicate simply about their house/flat and their immediate needs, and to describe and comment on their living situations, as well as daily and leisure-time activities. Reading and listening activities will focus on a variety of topics from everyday life in Chinese-speaking countries. Students will also have an opportunity of learning about Chinese culture and traditions.

CHN1303 Elementary Chinese 2 (3 credits)

Prerequisite: CHN1302 Elementary Chinese 1 or equivalent

This course is a continuation of CHN1302 Elementary Chinese 1. Students continue developing their communicative skills in listening, speaking, reading and writing. The course content will include language and vocabulary used in situational contexts, as well as cultural and historical information about regions where Chinese is spoken. Emphasis will be placed on improving proficiency in oral communication

and on developing reading comprehension and fluent writing skills. Students also read short pieces on modern Chinese culture, write compositions and make presentations on topics of personal interest. The course makes extensive use of technology (computer programs, the Internet, e-mail, videos) to promote and enhance students' comprehension of the Chinese language.

FRN1301 Beginning French (3 credits)

Prerequisites: None

The Beginning French course introduces the basic elements of the French language in such a way as to enable students to engage in simple communication. It also provides a good foundation for further study of the language. Practice is given in the four skills of listening, speaking, reading and writing. Basic vocabulary and elementary grammatical structures are introduced. The course focuses on writing short compositions, dictations, delivering monologues, intensive and extensive reading of graded books. Speaking and listening skills will be developed primarily through fulfilling the independent-study assignments.

FRN1302 Elementary French 1 (3 credits)

Prerequisite: FRN1301 Beginning French or equivalent

The course follows Beginning French and assumes knowledge of all the materials covered in FRN1301. This course is designed to provide students with a solid background in the four language learning skills: speaking, listening, reading and writing. A special focus of this course is given to developing speaking skills as an integral part of the learning process. Students will learn to communicate simply about their house/flat and their immediate needs, and to describe and comment on their living situations, as well as daily and leisure-time activities. Reading and listening activities will focus on a variety of topics from everyday life in French-speaking countries. Students will also have an opportunity of learning about French culture and traditions.

FRN1303 Elementary French 2 (3 credits)

Prerequisite: FRN 1302 Elementary French 1 or equivalent

This course is a continuation of FRN 1302 Elementary

French 1. Students continue developing their communicative skills in listening, speaking, reading, and writing. The course content will include language and vocabulary used in situational contexts, cultural and historical information about regions where French is spoken. Emphasis will be placed on improving proficiency in oral communication and on developing reading comprehension and fluent writing skills. Students also read short pieces on modern French culture, write compositions and make presentations on topics of personal interest. The course makes extensive use of technology (computer programs, the Internet, e-mail, videos) to promote and enhance students' comprehension of the French language.

GER1301 Beginning German (3 credits)

Prerequisites: None

The Beginning German course introduces the basic elements of the German language in such a way as to enable students to engage in simple communication. It also provides a good foundation for further study of the language. Practice is given in the four skills of listening, speaking, reading and writing. Basic vocabulary and elementary grammatical structures are introduced. The course focuses on writing short compositions, dictations, delivering monologues, intensive and extensive reading of graded books. Speaking and listening skills will be developed primarily through fulfilling the independent-study assignments.

GER1302 Elementary German 1 (3 credits)

Prerequisite: GER 1301 Beginning German or equivalent

The course follows Beginning German and assumes knowledge of all the materials covered in GER 1301. This course is designed to provide students with a solid background in the four language learning skills: speaking, listening, reading and writing. A special focus of this course is given to developing speaking skills as an integral part of the learning process. Students will learn to communicate simply about their house/flat and their immediate needs, and to describe and comment on their living situations, as well as daily and leisure-time activities. Reading and listening activities will focus on a variety of topics from everyday life in German-speaking countries. Students will also have an opportunity of learning about German culture and traditions.

GER1303 Elementary German 2 (3 credits)

Prerequisite: GER1302 Elementary German 1 or equivalent

This course is a continuation of GER1302 Elementary German 1. Students continue developing their communicative skills in listening, speaking, reading and writing. The course content will include language and vocabulary used in situational contexts, cultural and historical information about regions where German is spoken. Emphasis will be placed on improving proficiency in oral communication and on developing reading comprehension and fluent writing skills. Students also read short pieces on modern German culture, write compositions and make presentations on topics of personal interest. The course makes extensive use of technology (computer programs, the Internet, e-mail, videos) to promote and enhance students' comprehension of the German language.

KOR1301 Beginning Korean (3 credits)

Prerequisites: None

The Beginning Korean course introduces the basic elements of the Korean language in such a way as to enable students to engage in simple communication. It also provides a good foundation for further study of the language. Practice is given in the four skills of listening, speaking, reading and writing. Basic vocabulary and elementary grammatical structures are introduced. The course focuses on writing short compositions, dictations, delivering monologues, intensive and extensive reading of graded books. Speaking and listening skills will be developed primarily through fulfilling the independent-study assignments.

KOR1302 Elementary Korean 1 (3 credits)

Prerequisite: KOR1301 Beginning Korean or equivalent

The course follows Beginning Korean and assumes knowledge of all the materials covered in KOR1301. This course is designed to provide students with a solid background in the four language learning skills: speaking, listening, reading and writing. A special focus of this course is given to developing speaking skills as an integral part of the learning process. Students will learn to communicate simply about their house/flat and their immediate needs, and to describe and comment on their living situations, as well as daily and leisure-time activities. Reading and listening activities will focus on a variety of topics from everyday life

in Korean-speaking countries. Students will also have an opportunity of learning about Korean culture and traditions.

KOR1303 Elementary Korean 2 (3 credits)

Prerequisite: KOR1302 Elementary Korean 1 or equivalent

This course is a continuation of KOR1302 Elementary Korean 1. Students continue developing their communicative skills in listening, speaking, reading and writing. The course content will include language and vocabulary used in situational contexts, cultural and historical information about regions where Korean is spoken. Emphasis will be placed on improving proficiency in oral communication and on developing reading comprehension and fluent writing skills. Students also read short pieces on modern Korean culture, write compositions and make presentations on topics of personal interest. The course makes extensive use of technology (computer programs, the Internet, e-mail, videos) to promote and enhance students' comprehension of the Korean language.

RUS1301 Beginning Russian (3 credits)

Prerequisites: None

The Beginning Russian course introduces the basic elements of the Russian language in such a way as to enable students to engage in simple communication. It also provides a good foundation for further study of the language. Practice is given in the four skills of listening, speaking, reading and writing. Basic vocabulary and elementary grammatical structures are introduced. The course focuses on writing short compositions, dictations, delivering monologues, intensive and extensive reading of graded books. Speaking and listening skills will be developed primarily through fulfilling the independent-study assignments.

RUS1302 Elementary Russian 1 (3 credits)

Prerequisite: RUS1301 Beginning Russian or equivalent

The course follows Beginning Russian and assumes knowledge of all the materials covered in RUS1301. This course is designed to provide students with a solid background in the four language learning skills: speaking, listening, reading and writing. A special focus of this course is given to developing speaking skills as an integral part of the learning process. Students will learn to communicate simply about their house/

flat and their immediate needs, and to describe and comment on their living situations, as well as daily and leisure-time activities. Reading and listening activities will focus on a variety of topics from everyday life in Russian-speaking countries. Students will also have an opportunity of learning about Russian culture and traditions.

RUS1306 Intermediate Russian 1 (3 credits)

Prerequisite: RUS1305 Pre-Intermediate Russian 2 or equivalent

Intermediate Russian 1 is intended to motivate students in their Russian language learning, develop communication skills in real situations, and improve knowledge and appreciation of Russian culture. The course is intended to be communicative, with a focus on active student participation and the use of many different learning resources (textbooks, recordings, computers, etc.). Cultural and literary readings are used to expand vocabulary, stimulate discussion, and broaden understanding of the Russian world. Constant review and acquisition of new knowledge are fundamental guidelines for the teaching of this course.

SPN1301 Beginning Spanish (3 credits)

Prerequisites: None

The Beginning Spanish course introduces the basic elements of the Spanish language in such a way as to enable students to engage in simple communication. It also provides a good foundation for further study of the language. Practice is given in the four skills of listening, speaking, reading and writing. Basic vocabulary and elementary grammatical structures are introduced. The course focuses on writing short compositions, dictations, delivering monologues, intensive and extensive reading of graded books. Speaking and listening skills will be developed primarily through fulfilling the independent-study assignments.

SPN1302 Elementary Spanish 1 (3 Credits)

Prerequisite: SPN1301 Beginning Spanish or equivalent

The course follows Beginning Spanish and assumes knowledge of all the materials covered in SPN1301. This course is designed to provide students with a solid background in the four language learning skills: speaking, listening, reading and writing. A special focus

of this course is given to developing speaking skills as an integral part of the learning process. Students will learn to communicate simply about their house/flat and their immediate needs, and to describe and comment on their living situations, as well as daily and leisure-time activities. Reading and listening activities will focus on a variety of topics from everyday life in Spanish-speaking countries. Students will also have an opportunity of learning about Spanish culture and traditions.

SPN1303 Elementary Spanish 2 (3 credits)

Prerequisite: SPN1302 Elementary Spanish 1 or equivalent

This course is a continuation of SPN 1302 Elementary Spanish 1. Students continue developing their communicative skills in listening, speaking, reading and writing. The course content will include language and vocabulary used in situational contexts, cultural and historical information about regions where Spanish is spoken. Emphasis will be placed on improving proficiency in oral communication and on developing reading comprehension and fluent writing skills. Students also read short pieces on modern Spanish culture, write compositions and make presentations on topics of personal interest. The course makes extensive use of technology (computer programs, the Internet, e-mail, videos) to promote and enhance students' comprehension of the Spanish language.

TUR1301 Beginning Turkish (3 credits)

Prerequisites: None

The Beginning Turkish course introduces the basic elements of the Turkish language in such a way as to enable students to engage in simple communication. It also provides a good foundation for further study of the language. Practice is given in the four skills of listening, speaking, reading and writing. Basic vocabulary and elementary grammatical structures are introduced. The course focuses on writing short compositions, dictations, delivering monologues, intensive and extensive reading of graded books. Speaking and listening skills will be developed primarily through fulfilling the independent-study assignments.

TUR1302 Elementary Turkish 1 (3 credits)

Prerequisite: TUR1301 Beginning Turkish or equivalent

The course follows Beginning Turkish and assumes

knowledge of all the materials covered in TUR1301. This course is designed to provide students with a solid background in the four language learning skills: speaking, listening, reading and writing. A special focus of this course is given to developing speaking skills as an integral part of the learning process. Students will learn to communicate simply about their house/flat and their immediate needs and to describe and comment on their living situations, as well as daily and leisure-time activities. Reading and listening activities will focus on a variety of topics from everyday life in Turkish-speaking countries. Students will also have an opportunity of learning about Turkish culture and traditions.

TUR1303 Elementary Turkish 2 (3 credits)

Prerequisite: TUR1302 Elementary Turkish 1 or equivalent

This course is a continuation of TUR1302 Elementary Turkish 1. Students continue developing their communicative skills in listening, speaking, reading, and writing. The course content will include language and vocabulary used in situational contexts, cultural and historical information about regions where Turkish is spoken. Emphasis will be placed on improving proficiency in oral communication and on developing reading comprehension and fluent writing skills. Students also read short pieces on modern Turkish culture, write compositions and make presentations on topics of personal interest. The course makes extensive use of technology (computer programs, the Internet, e-mail, videos) to promote and enhance students' comprehension of the Turkish language.

LITERARY STUDIES

LIT2101 Windows to the World: Self, Other and Text (3 credits)

Prerequisite: Completion of (or exemption from) all Foundation English courses

This introductory course draws on texts from many world cultures, focusing on ways an individual might “read” culture and society without leaving his or her desk. The aim of the course is to evoke interest in reading, while introducing basic concepts in literary studies. Reading in different genres, time periods, and cultures, students will explore life issues, such as the pressures of a global society on individuals, the creative and narrative voice as it puzzles over world

issues, and the context in which a literary work is produced.

Students will develop as readers, writers, and critics, and will also have creative writing options to write in the style of authors they select.

LIT3101 From Text to Film (3 credits)

Prerequisites:

1. LIT2101 *Windows to the World: Self, Other and Text*
2. Completion of GEN 1100 *Academic Speaking and GE 1120 Academic Reading and Writing I*

Since the earliest films, the relationship between film and literary text has been a dynamic one. Books have been rewritten for film, and films have led to books. Using a selection of films from the silent to the modern era, this course examines the transformations, reinterpretations and re-creations that have resulted from this inter-relationship.

LIT3201 Literature, Economics and Society (3 credits)

Prerequisites:

1. LIT2101 *Windows to the World: Self, Other and Text*
2. Completion of GEN1100 *Academic Speaking and GEN1120 Academic Reading and Writing I*

Literature has traditionally focused on social and economic problems and issues. This course will examine some of those issues and analyze the ways in which they have been presented in literary texts and film. It will also explore the social reactions to those texts. Themes include slavery, poverty, trade, capitalism, business practices and ethics.

LIT3202 Under Construction: Narratives of Cultural Identity and Gender (3 credits)

Prerequisites:

1. LIT2101 *Windows to the World: Self, Other and Text* or GEN1622 *Introduction to Films* or GEN1623 *Theater* or GEN1831 *Performing Arts* or GEN1830 *Drama* or GEN1620 *Arts History*
2. Completion of GEN1100 *Academic Speaking and GEN1120 Academic Reading and Writing I*

This course brings concepts of the individual self and self-expression from the introductory course into the contemporary world of complicated choices so well documented in contemporary literature. Through

readings from a variety of genres, especially drama and film, students will explore the complications of life choices, what is predetermined and where there is choice. Concepts of identity and relationships, both personal and communal, will recur in the literature electives.

Students will read and consider the choices characters make consciously or unconsciously as they define themselves as individuals, citizens, workers, and romantic partners. They will debate the issue of the need to belong, looking at problems characters encounter in the texts as they struggle to maintain their sense of uniqueness. Students also will look carefully at the range of behaviors placed under the categories, masculine or feminine, and the internal and external conflicts characters encounter while “performing” their gender choices, as well as with those in the opposed category.

LIT4101 Colonialism, Imperialism and Literature (3 credits)

Prerequisites:

1. LIT2101 *Windows to the World: Self, Other and Text*
2. Completion of all four Academic English courses: GEN1100 *Academic Speaking*, GEN1110 *Academic Listening and Note-taking*, GEN1120 *Academic Reading and Writing I* and GEN1121 *Academic Reading and Writing II*

The primary focus of this course is on the representation of colonialism and imperialism in the literature of European colonial powers or in the writings of the colonized. It draws on the concepts of self and other in the required course and analyzes the ways in which hegemonic assumptions are enshrined in texts of the periods being studied. The tendency to binary thinking, reflected in such oppositions as civilized—uncivilized, cultured—uncultured, refined—primitive (and so forth) is examined critically. Furthermore, the role of charities and missionaries will also be scrutinized. Texts may be drawn from the canonical works of British, American, French or Russian literature or from the early writings of Africans or Asians, including Central Asians. This course will be a prerequisite for a course on Postcolonialism and Orientalism in the major program.

LIT4102 Law and Literature (3 credits)

Prerequisites:

1. LIT2101 *Windows to the World: Self, Other and Text*

2. *Completion of all four Academic English courses: GEN1100 Academic Speaking, GEN1110 Academic Listening and Note-taking, GEN1120 Academic Reading and Writing I and GEN1121 Academic Reading and Writing II*

Law and literature has been a subject of interest since Judge Cardozo's essay on the topic in the Yale Law Review of the 1920s. This course seeks to explore visions of the law and justice in selected works of literature, to expose students to literary treatments of broad legal themes, such as law and morality, law and authority, law and freedom, and law and punishment, and to examine the ways in which literature represents, resists and reworks legal thinking and action. The course aims, therefore, to add a humane dimension to the study of law.

LIT4103 The World Stage: Power and Politics in Shakespeare and Other Bards (3 credits)

Prerequisites:

1. *LIT2101 Windows to the World: Self, Other and Text*
2. *Completion of all four Academic English courses: GEN1100 Academic Speaking, GEN1110 Academic Listening and Note-taking, GEN1120 Academic Reading and Writing I and GEN1121 Academic Reading and Writing II*

From Coriolanus and Julius Caesar to King Lear and Hamlet or Macbeth, among the tragedies, and from Henry IV to Richard III, among the history plays, Shakespeare's dramas enact a concern with power, both personal and political. Through a combination of textual study, viewing of videos and attendance at Shakespearean productions in Russian at the Lermontov Theatre, this course will probe the plays as studies in power and hegemony and as commentaries on contemporary events. Students will explore additional authors from other world cultures who also might be considered mouthpieces for or against the power structures of their respective eras.

TRANSLATION AND INTERPRETING

TRN2101 Introduction to Translation (3 credits)

Prerequisites:

1. *Completion of (or exemption from) all Foundation English courses*
 2. *Evidence of proficiency in Russian*
- Subject to approval by the program team leader, students who do not speak Russian but are proficient in Kazakh or*

another Central Asian or European language may also meet the prerequisites.

This is the core prerequisite course for students in the Translation and Interpreting Minor. The course introduces the basic principles of translation from Russian into English and vice-versa, with special emphasis on translation history and theory, textual analysis, vocabulary building, systematic research, and team work. The course provides an overview of the translator's profession in Central Asia and throughout the world and at the same time hones the skills involved in solving practical translation problems. Students are encouraged to analyze what "works" about their own translations, what doesn't work, and why.

TRN3101 Introduction to Interpreting (3 credits)

Prerequisite: TRN2101 Introduction to Translation (minimum grade: "B") and/or completion of GEN1100 Academic Speaking and GEN 1120 Academic Reading and Writing I, with evidence of proficiency in Russian

This course introduces the special nature of interpreting (translating orally) and the particular skills the interpreter must develop. It offers an overview of the responsibilities of interpreters in judicial, commercial, political, or educational settings. Extensive practice is included in sight translation and in simultaneous as well as consecutive interpreting.

TRN3201 Commercial Translation (3 credits)

Prerequisite: TRN2101 Introduction to Translation (minimum grade: "B") and/or completion of GEN1100 Academic Speaking and GEN 1120 Academic Reading and Writing I, with evidence of proficiency in Russian

This course examines the particular characteristics of business texts, such as commercial correspondence, company policy documents, advertising copy and product-related literature. The specialized vocabulary and conventions governing such texts are studied. Careful attention is paid to the translator's responsibility to the client. Practice is given in translating a wide variety of authentic texts. Students continue to focus on basic principles of translation, with special emphasis on theory, textual analysis, vocabulary building, systematic research, and team work.

TRN3202 Legal Translation (3 credits)

Prerequisite: TRN2101 *Introduction to Translation (minimum grade: "B") and/or completion of GEN1100 Academic Speaking and GEN 1120 Academic Reading and Writing I, with evidence of proficiency in Russian*

This course examines the particular characteristics of legal texts, such as legal correspondence, contracts, official documents, law enforcement and other legal documents. The specialized vocabulary and conventions governing such texts are studied. Careful attention is paid to the translator's responsibility to the client. Practice is given in translating a wide variety of authentic texts. Students continue to focus on basic principles of translation, with special emphasis on theory, textual analysis, vocabulary building, systematic research, and team work.

TRN3203 Translation from Informational Media (3 credits)

Prerequisite: TRN2101 *Introduction to Translation (minimum grade: "B") and/or completion of GEN1100 Academic Speaking and GEN 1120 Academic Reading and Writing I, with evidence of proficiency in Russian*

This course delves into materials taken from newspapers, magazines, and other media in print and online. Journalistic practices in English and Russian or Kazakh will be compared and contrasted. Special emphasis will be given to the vocabulary of current events, public issues, and news reporting. Students continue to focus on basic principles of translation, with special emphasis on theory, textual analysis, vocabulary building, systematic research, and team work.

TRN4101 Topics in Translation (3 credits)

Prerequisites:

1. TRN2101 *Introduction to Translation (minimum grade: "B")*
2. *Completion of all four Academic English courses: GEN1100 Academic Speaking, GEN1110 Academic Listening and Note-taking, GEN1120 Academic Reading and Writing I and GEN1121 Academic Reading and Writing II*

TRN4102 Topics in Interpreting (3 credits)

Prerequisites:

1. TRN2101 *Introduction to Translation (minimum grade: "B")*
2. *Completion of all four Academic English courses: GEN1100*

Academic Speaking, GEN1110 Academic Listening and Note-taking, GEN1120 Academic Reading and Writing I and GEN1121 Academic Reading and Writing II

These advanced courses focus on particular topics in translation and interpreting, including both practical topics (such as translation in the health care or tourism industries, conference interpreting, and movie subtitling) and theoretical topics (such as the history of translation or the role of translation in globalization). Some topics courses may be cross-listed with courses in the Literary Studies Minor. Topics vary from semester to semester.

TRN 4103 Senior Project in Translation (3 credits)

Prerequisites:

1. TRN2101 *Introduction to Translation (minimum grade: "B")*
2. *Completion of all four Academic English courses: GEN1100 Academic Speaking, GEN1110 Academic Listening and Note-taking, GEN1120 Academic Reading and Writing I and GEN1121 Academic Reading and Writing II*

This course is restricted to students completing a Minor in Translation and Interpreting Studies. Students will develop a semester-long translation project in consultation with the instructor and/or program team leader. The final translation may include a written defense reflecting on the student's translation principles or analyzing particular translation problems.

ENGLISH

ENG0001 Foundation English Level 1

Prerequisites: None

Elementary Level—Common European Framework: A1

Foundation English 1 is the beginning step in the set of levels to be taken by freshmen. This course aims at developing four language skills (reading, writing, listening and speaking) which will help them get prepared for the next level. The acquired skills will enable learners to understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment), communicate in straightforward and routine tasks requiring a simple and direct exchange

of information on familiar and routine matters. Based on students' needs and wants in the approach to learning English, this level includes such activities as log writing, descriptive paragraph writing, giving monologues and mini-presentations, practicing group discussions and intensive reading of adapted books. Listening skills will be developed primarily through fulfilling the independent-study assignments.

ENG0002 Foundation English Level 2

Prerequisites: ENG0001 (or requisite KEET)

Pre-intermediate Level—Common European Framework: A2

Foundation English 2 is the second step in the set of levels to be taken by freshmen. This course continues developing the four language skills: reading, writing, listening and speaking. The acquired skills will enable learners to understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Students will be able to deal with situations while traveling and describe experiences, events, dreams, hopes and ambitions in dialogues, short presentations, writing narrative and expository paragraphs, and RAFT and journal writing. Intensive reading of adapted books will contribute to language skills development. Listening skills will be developed primarily through fulfilling the independent-study assignments.

ENG0003 Foundation English Level 3

Prerequisites: ENG0002 (or requisite KEET)

Pre-intermediate to Intermediate Level—Common European Framework: B1 Low

Foundation English 3 is the third step in the set of levels to be taken by freshmen. This course focuses on four language skills: reading, writing, listening and speaking. Upon completion of this course, students will be able to understand the main ideas of complex texts on both concrete and abstract topics, including appearance, personality, shopping, traveling and business. By the end of this course, students will be able to engage in group discussions, make short presentations, and write journals, RAFT, dual-entry diaries and descriptive essays. In writing descriptive essays, the process of preparing and re-drafting a text will be emphasized. Intensive and extensive reading of adapted books will contribute to language skills development. Listening skills will be developed

primarily through fulfilling the independent-study assignments.

ENG0004 Foundation English Level 4

Prerequisites: ENG0003 (or requisite KEET)

Upper-Intermediate Level—Common European Framework: B1 High

Foundation English 4 (upper-intermediate) is the fourth step in the set of levels to be taken by freshmen. This course focuses on the four language skills through discussions, presentations, writing opinion essays, listening to live news, English programs and extensive reading of authentic books. By the end of this course, students will be able to understand a wide variety of longer texts and recognize implicit meaning; express themselves fluently and spontaneously; use language flexibly and effectively for social, academic and professional purposes; and make clear, well-structured, book presentations on extensive reading, using organizational patterns, connectors and cohesive devices. Listening skills will be developed primarily through fulfilling the independent-study assignments.

ENG0005 Foundation English Level 5

Prerequisites: ENG0004 (or requisite KEET)

Advanced Level—Common European Framework: B2 Low

Foundation English 5 is the fifth step in the set of levels to be taken by freshmen. By the end of this course, students will be able to summarize information from different spoken and written sources by giving strong arguments in coherent presentations, speeches, group discussions; and express themselves spontaneously, fluently and precisely. The process of writing and re-drafting of argumentative essays will be emphasized. Reading skills will be developed by working on newspaper articles, on-line sources and extensive reading of authentic books. Listening skills will be developed primarily through fulfilling the independent-study assignments.

GENERAL EDUCATION

Student Orientation aims to help freshmen take the first steps towards becoming well-informed students at KIMEP. The program is expressly customized to meet the needs of diverse students and facilitates an academic and social transition that is crucial for a successful first year. Students have an opportunity

of learning more about academic life at KIMEP and specifically about the array of programs offered here. In addition to scholarly activities, campus life includes games, sports and social organizations that allow for relaxation and encourage social interaction. All of these activities contribute to building a university community.

GEN1000 History of Kazakhstan (3 Credits)

Prerequisites: ENG0002 Foundation English Level 2

This course covers the history of Kazakhstan from ancient times till present. A study of national history has become one of the major factors contributing to the construction of a community of peoples, civil society and to the promotion of patriotism. The history of Kazakhstan is seen as a unique process of development for the Kazakh people, who constitute part of the history of the Eurasian, nomadic, Turkic and steppe civilizations, which in turn constitute an integral part of global civilization. The course aims to study the main stages and specifics of key historical processes on the territory of Kazakhstan, focusing particularly on the specifics of nature and environment, and the creation of Kazakh ethnic identity and statehood. Cultural and social changes are also considered.

GEN1020 Student Choices (0 credit) [formerly, University Life]

Prerequisites: None

This course is intended to provide students with a basic understanding of marketing concepts, political science and basic trends in American and European accreditation. This course presents a thorough and systematic coverage of management theory and practice. It focuses on the basic roles, skills and functions of management, with special attention to managerial responsibility for effective and efficient achievement of goals. This course provides an understanding of the complex and challenging public health issue of food security. It also explores the connections among diet, the current food and food animal production systems, the environment and public health, considering factors such as economics, population and equity. The other purpose of this course is to introduce students to career development theories, career counseling procedures and techniques, career assessment tools, career development program

planning and sources of occupational information. A structured lecture in Information Technology develops computer-related skills and encourages the development of analytical and design skills, which are applicable in all areas of their major. As a result of taking this class, students will learn how to write clearly and concisely, learn effectively, think critically and creatively and work productively.

GEN1030 Introduction to Environmental Studies (3 credits)

Prerequisites: ENG0004 Foundation English Level 4

This introductory science course on environmental issues is designed to fulfill the requirements of the Ministry of Education and Science of the Republic of Kazakhstan and General Education requirements for KIMEP students. The course helps to develop a better understanding of:

- How nature works in terms of basic scientific principles.
- What are the relationships between humans and the environment.
- Major environmental problems: their causes and consequences.

The acquired skills and knowledge help the students in future identify the environmental problems and to build a basis for supporting long-term and sustainable solutions for the benefit of current and future generations. Environmental applications will allow students to improve their thinking /reasoning skills by solving quantitative problems which are based on real-life environmental cases of local and global content.

GEN1040 Life Security (1 credit)

Prerequisites: ENG0001 Foundation English Level 1

This course teaches how people can remain safe as they interact with their environment, including a variety of emergency situations, such as earthquakes and fires. In addition, it covers the prevention of many dangerous natural and man-caused events and/or their harmful consequences.

GEN1100 Academic Speaking (3 Credits)

Prerequisites: ENG0005 Foundation English Level 5

The Academic Speaking Course is designed to develop student's skills to speak persuasively and confidently

on academic topics covering various areas: political, social, economic, etc. These will be achieved by using in practice some relevant critical thinking concepts. Students will improve language competence in conjunction with becoming persuasive speakers with the help of handling arguments, evidence, and statistical data. Students will collect this information from various sources. Class activities will focus on applying the collected information to hold successful discussions, presentations and debates.

GEN1120 Academic Reading and Writing I (3 Credits)

Prerequisites: ENG0005 Foundation English Level 5

This course will enable students to deal with academic reading and writing situations, which students will encounter in their academic content courses. Course activities develop comprehensive reading through focusing on main idea and specific information and recognizing vocabulary meanings in specific content and efficient writing through developing clear arguments in particular structure and style. This course will integrate teaching of reading and writing to contribute to the development of critical thinking skills. Essay writing is based on the relevant reading texts, which will provide students with information to support ideas and provide evidence in the written assignments. Students will need to process and critically analyze that information before incorporating it within their own arguments.

GEN1110 Academic Listening and Note Taking (3 Credits)

Prerequisites: GEN1100 Academic Speaking

This course is designed to provide students with the necessary knowledge and skills to develop their listening and note-taking. Students will improve their understanding of academic lectures, seminars, tutorials, debates, feedback sessions, etc. at an English medium university. They will be able to respond, ask questions, and ask for clarification. Students will be able to cope with a variety of world English. In addition, they will work towards becoming competent at note taking from listening situations and use these to create the basis for revision and for developing texts such as essays, presentations, debates, etc.

GEN1121 Academic Reading and Writing II (3 Credits)

Prerequisites: GEN1120 Academic Reading and Writing I

This course further extends reading and writing skills acquired in Academic Reading and Writing I and applies them to reports and research. Students will improve language competence by handling arguments and evidence from various sources. Reading finds, analyzes and evaluates the sources to write reports and research papers. Writing includes planning, outlining, referencing the sources, using proper citations, drafting and rewriting. Much attention is given to students' peer evaluation and instructor's feedback. Students also concentrate on research and report-specific vocabulary.

GEN2430 Research, Reading, and Writing (3 credits)

Prerequisites: GEN1100 and GEN1120

This is a basic foundation course designed to instruct students in methodological concepts of academic work. The course will provide students with an understanding of how researchers must operate at different stages in their projects simultaneously, how to understand academic problems, and how to manage the complexity this process entails.

GEN2431 Legal Research and Writing I (3 credits)

Prerequisites: GEN1100 and GEN1120

This course lays the foundation for students to conduct research, and evaluate, analyze, and apply legal material to problem tasks. Students develop written legal communication skills needed both in the LL.B. program and in the work place. The course teaches students to interpret a statute; to distinguish between material and immaterial facts; to find legal authorities relevant to legal problems; to read court opinions; to analyze a legal issue using facts and law; and to communicate legal analysis logically, clearly, and concisely, both in written and in oral presentations.

GEN2500 Introduction to Philosophy (3 Credits)

Prerequisites: GEN1100 and GEN1120

This is an introductory course to philosophy. Special attention will be devoted to the historical development

of philosophy as well as the current state of the discipline.

GEN2510 Principles of Ethics (3 Credits)

Prerequisites: GEN1100 and GEN1120

Ethics refers to the study of what is right and wrong or good conduct in a given set of circumstances. In essence, Ethics looks at the moral values we already possess and examines how we came to our own personal worldview and outlook on life. Ethical problems exist because we have choices. Ethics presupposes the existence of morality, as well as the existence of moral people who judge right from wrong and generally act in accordance with norms they accept and to which the rest of society holds others. We will primarily focus on ethics as it relates to modern issues we face as a society within our local environment, our work place, our university and personal life.

GEN2600 History of Civilizations I (3 Credits)

Prerequisites: GEN1100 and GEN1120

This course provides a broad overview of history up to 1500 CE. It looks at civilizations throughout the world, starting with the river valley civilizations in Mesopotamia, the Indus Valley, Egypt and the Yellow River Valley, and traces the development of civilizations throughout the world and their different cultures. Areas covered include the Middle East, Asia, Africa, the Americas, and Europe.

GEN2601 History of Civilizations II (3 Credits)

Prerequisites: GEN1100 and GEN1120

This is a survey course on the development and growth of major world civilizations from 1500 CE to the present. Special attention will be devoted to the development of European hegemony from the 16th century to the early 20th century, as well as non-Western responses to European expansion.

GEN2602 Western Civilizations (3 Credits)

Prerequisites: GEN1100 and GEN1120

This course examines major themes and developments in what is known as “Western Civilization” from the Renaissance to the dawn of the 21st century. The focus is largely on Europe and will include religion and its impact on the West; the origin of nation-states

in early modern Europe; the underpinnings of the Enlightenment; the beginnings of modern economic systems and theories; the age of political revolution; the scientific and industrial revolutions; and the emergence of modern, mass democracy. The course also examines the intellectual components of Europe's past that gave rise to the modern age—including the growth of humanism, liberalism, conservatism, socialism, nationalism, Marxism, and fascism. To fully appraise the concept of “civilization”, there is a review of changes in the nature of artistic expression over time. Above all, the course examines the history of political, economic, philosophical, and cultural developments as rooted in the circumstances and conditions of their specific age. By the end of the course students should have a relatively broad understanding of the basic components that have contributed to the development of modern Western Civilization.

GEN1610 Great Traditions and Culture of Kazakhs (3 Credits)

Prerequisites: GEN1100 and GEN1120

The course is intended as an introduction to the history of traditions, customs and culture that appeared in connection with the ancient ways of life and the analysis of their place and meanings in everyday life of Kazakhs. These traditions and culture continue in all the spheres of current life.

GEN1611 Introduction to Cultural Anthropology

Prerequisites: GEN1100 and GEN1120

Cultural anthropology is concerned with comparative study of human societies, personalities, beliefs, values and behaviors. This course introduces participants to major concepts, theories, and research methods used by cultural anthropologists as they examine the range of human cultural meaning systems and societies. Initial discussions focus on anthropological ideas of culture, cultural relativism, and use of cross-cultural comparisons. Course discussions then examine how kinship, religion, language, psychology, and policies are embedded within or related to the wider sociocultural context. Ethnographic data from societies around the world are used to demonstrate the pertinence of anthropological theory for understanding human sociocultural existence.

GEN1630 Theory of State and Law (4 credits)

Prerequisites: GEN1100 and GEN1120

Theory of State and Law is a fundamental legal course that underlies the entire system of jurisprudence. This course explains the different theories of the origin of state and law and analyzes the process of mutual interaction of state and law. The course deals with various types and forms of state; the mechanism and functions of state as well as with sources, system and interpretation of law; systematization of legislation; issues of legal culture; legal liability; and law enforcement. Students also learn the main principles and characteristics of the major legal systems of the modern world (civil, common and religious law). Special attention is paid to the problems and perspectives of the formation of rule-of-law state and civil society.

GEN1603 History of Political and Legal Studies (2 credits)

Prerequisites: GEN1100 and GEN1120

This course is an introduction to the history of political and legal theories from ancient times to the modern days. The main purpose of this course is to examine the origins and development of contemporary political and legal concepts such as sovereign state, division of powers, representation, legitimacy, individual rights and so forth. Students will learn the roots of government authority and the meaning of political ideals such as liberty, equality, and justice. In reviewing these concepts, this course introduces students to major political and legal thinkers, including Plato, Aristotle, Niccolo Machiavelli, Thomas Hobbes, John Locke, Jean-Jacques Rousseau, Immanuel Kant and many others. Particular attention will be paid to the historical context of thinkers and concepts and to the issue of how the theories and ideas articulated in political thought have shaped the contemporary principles of state and law.

GEN2700 Fundamentals of Sociology (3 Credits)

Prerequisites: GEN1100 and GEN1120

This course provides students with the necessary background needed to analyze social structures and social institutions. Emphasis is placed on building sociological perspectives and a comprehensive understanding of sociology as an academic discipline.

The course covers various theoretical paradigms and concepts in the field of sociology.

GEN2701/POL2511 Fundamentals of Political Science (3 Credits)

Prerequisite for GEN2701: GEN1100 and GEN1120

This is a basic survey course of the major concepts, theories and methodologies in Political Science designed to provide students with a basic foundation in the discipline. The course will focus on theoretical as well as practical applications of Political Science.

GEN2702 Introduction to Geography (3 Credits)

Prerequisites: GEN1100 and GEN1120

This course provides an introduction to the principles, concepts, and methods of the wide-ranging discipline of geography. A systematic spatial examination of the human and physical environment is provided, as well as an analysis of human-environment relationships. Topics include patterns and processes of landforms, climate, population, economic activity, culture, urbanization, and natural resources.

GEN2703 Political Geography (3 credits)

Prerequisites: GEN1100 and GEN1120

This course provides an introduction to political geography, the study of the location, distribution, and interaction between political units in the world. The world political map has changed dramatically over the past century with a sharp increase in the number of states and nation-states. Today's era of globalization heightens the need for an understanding of global political-geographic issues. This course will cover such wide-ranging topics as international conflict, relationships between states, ethnic tensions within states, globalization, the breakup of the Soviet Union, and the political geography of Central Asia.

GEN2710/PAD2111 Fundamentals of Public Administration (3 Credits)

Prerequisites: GEN1100 and GEN1120

The purpose of this course is to introduce students with basic theories, concepts and ideas of public administration. After completion of this course, students will have a clear understanding about the processes and mechanisms of government decision-making and implementation.

GEN2711/IRL2512 Fundamentals of International Relations (3 Credits)

Prerequisite for GEN2711: GEN1100 and GEN1120

This is an introductory course designed to acquaint students with the various theories and concepts used in the field. This course will examine and analyze the emergence and evolution of the modern world-system, its nature and characteristics as well as the emerging issues and challenges faced by the world today. The focus will be also roles and functions of states, non-state actors and institutions. The course is not only designed and developed for students in Political Science and IR but it will also fulfill the needs and interests of students from other disciplines.

GEN2712 Mass Media & Society (3 Credits)

Prerequisites: GEN1100 and GEN1120

This course surveys how media and mass communication impact society and its economic and political development. It is designed to acquaint students with theory and research in the mass communication field. It examines the relationship between individuals and the media and explores the role of and impact of media in progressively larger social systems.

GEN2720 Introduction to the Legal System of Kazakhstan (3 credits) [formerly, Law in Kazakhstan]

Prerequisites: GEN1100 and GEN1120

This survey course provides a framework to understand the normative dimensions of the legal system of Republic of Kazakhstan. It introduces students to basic legal concepts of law and state and subsequently exposes them to fundamental principles and doctrines of Kazakhstan's legal system. The course reflects the breadth and diversity of the legal system of Kazakhstan and covers the basics of its main branches, including: Constitutional Law, Administrative Law, Financial Law, Tax Law, Labor Law, Criminal Law, Civil Law, Family Law, etc.

Students who have previously taken LAW1503 Introduction to Law of Republic of Kazakhstan or GEN2720 Law in Kazakhstan may not enroll in this course. It is open to all students including those in their first year.

GEN1820 Health, Nutrition and Lifestyle (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

This introductory science course on health, nutrition and lifestyle is designed to develop a better understanding of:

- Principles of health and wellness.
- Lifestyles choices and their impact on your life.
- Mental, emotional and physical aspects of health.

The focus is made on development of attitudes and practices of a preventive life style for healthy living and optimal wellness. Applications of healthy life styles will allow students to improve their thinking/reasoning skills by solving quantitative problems on nutrition, alcohol intoxication, estimating daily caloric intake and expenditures, learning to read and analyze food labels for optimal nutrition.

GEN2810 Personal Finance (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

This course of applied economics helps consumers plan a budget and earmark savings for personal goals. Topics include financing and owning a home; minimizing taxes; budgeting to balance income and expenses; managing expenses such as credit-card spending; planning one's savings, particularly for investment; planning education and careers; determining how much insurance to buy; and retirement planning. The course shows students how to apply basic economic theory to practical problems.

GEN2820 Introduction to Business (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

This course is designed to provide an overview of the world of business. The basic principles and practices of contemporary business are reviewed as a foundation for further business education. Key business functions including management, marketing, accounting, finance, quality control systems, human resource practices, and management information systems are studied. In addition, the course covers such topics as small business, entrepreneurship, global business, and ethics.

GEN2812 Introduction to Public Relations (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

This course is designed to provide students with introductory theoretical knowledge of public relations and beginning practical experience. It surveys the basics of the PR process and PR-related communication theories. It also introduces students to PR strategies and tactics and discusses public relations professional ethics. The course offers students an opportunity to use some of the strategies and tactics that public relations practitioners have actually used in their campaigns.

GEN2511 Environmental Ethics (3 credits)

Prerequisites: ENG0004 Foundation English Level 4

Environmental ethics is an academic discipline that addresses human relations towards nature from the moral point of view. Environmental ethics is not mere contemplation but normative knowledge, intended to elaborate and to justify norms and recommendations to govern human relations towards nature. The methodology, intellectual tools, and vocabulary of environmental ethics are largely those proper of ethics, of which environmental ethics is an applied branch. As such, environmental ethics highlights the full extent of human responsibility towards the environment, and helps articulate responses to the present environmental challenges. It is, therefore, of interest to policy makers, to scientific researchers, to businesses, to citizens, to activists, and to stakeholders alike.

GEN2721 Ecology, Environmental Law and Policy (3 credits)

Prerequisites: ENG0004 Foundation English Level 4

Environmental protection is a matter of everyone's concern. The first part of the course consists of an introduction to environmental studies, and provides an understanding of the scientific study of nature; the relationship between human beings and the environment; corporate social responsibility; the causes and consequences of major environmental problems; and cost/benefit analysis to evaluate possible solutions to regulation of the environment. The second part of the course focuses upon the concept, principles and tasks of the environmental

law of Republic of Kazakhstan, the legal mechanism of the protection of environment, the legal forms of the environmental control and the issues of the juridical liability for the violation of Kazakhstani laws regulating the use and protection of the environment. In addition, the course examines international agreements and policy goals dealing with the mitigation of the adverse effects of cross-border pollution and other environmental damage and the allocation of liability for that damage.

GEN2311 Energy and the Environment

Prerequisites: ENG0004 Foundation English Level 4

The proposed course explores relationships between energy and environment and the role of humans in them. It will focus on energy production, distribution and use, environmental impacts of energy use, renewable energy sources and energy conservation. Applications of quantitative content will contribute to developing analytical approaches to environmental problems and enhance problem-solving skills.

GEN2320 Integrated Science (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

This course is an interdisciplinary course integrating principles from different areas of natural sciences. An integrated approach to science is based on small number of unifying concepts that develop better understanding of the natural world, relate science to everyday life and give a broad-based understanding of the universe. The topics taught being integrated, show how all things work together to sustain life.

GEN2603 World Geography (3 credits)

Prerequisites: ENG0004 Foundation English Level 4

This course offers a geographic examination of the world's major regions. Relationships among natural and cultural environments will be highlighted, emphasizing those distinguishing characteristics that make various locations unique. For each of the major world regions (Europe, Former Soviet Union, North America, Middle America, South America, North Africa/Southwest Asia, Sub-Saharan Africa, South Asia, East Asia, Southeast Asia, Australia/New Zealand, and the Pacific) an examination of population, migration, religion, language, economic development, political systems, and urban patterns will be provided.

In addition, contemporary events will be discussed in the context of these global regions.

GEN2312 Population and the Environment (3 credits)

Prerequisites: ENG0004 Foundation English Level 4

This course provides an overview of man's impact on human life on earth. Basic biological principles are examined in the context of man's interaction with the biosphere. Topics include: communities and populations; human population growth and structure; impact of population growth on ecosystems; effects of pollution and other man-made disturbances on the environment.

GENERAL EDUCATION— MATHEMATICS AND STATISTICS COURSES

GEN1200 College Algebra (0 Credit, 3 credit equivalents)

Prerequisites: ENG0004 Foundation English Level 4

This non-credit course is recommended only for students with a weak background in elementary mathematics. Students who have failed GEN1201 Mathematics for Business and Economics, GEN1202 Applied Mathematics for Social Sciences or GEN1203 Mathematics for Law must take GEN1200 before repeating the failed course. The purpose of the course is preparation for such required courses as MSC1101 and MSC1102. The course covers important topics of basic algebra and introduces calculus. The instructor tries to bridge the gap for the student between mathematical preparation that is typical of a secondary school and that of the University.

GEN1201 Mathematics for Business and Economics (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

The course develops the basic concepts of mathematical analysis used in economics and business with emphasis on differentiation and integration of single real-variable functions and matrix algebra. The approach to these concepts is intuitive and visual. The formal proofs are given only when they help in understanding concepts. Applications to economics,

business and social science as well as computational realizations are studied.

GEN1202 Applied Mathematics for Social Sciences (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

The course provides journalism and political science/international relations' students with the necessary quantitative tools for their future professional activities. We start with logic, a topic very important for development of critical thinking, and then turn to sets and basic counting techniques, elements of probability theory, statistics, and elements of game theory.

GEN1203 Mathematics for Law (3 credits)

Prerequisites: ENG0004 Foundation English Level 4

Lawyers are expected to be able to think critically and analytically and make sound logical inferences. Besides, regardless of their future professional activities, it is quite useful for lawyers to be able to correctly estimate chances and to understand financial statements and statistical data. This course is intended to help law students to develop such important qualities. The course contains introduction to logic, a topic very important for development of critical thinking and analytical reasoning, sets and basic counting techniques, elements of probability theory and statistics, and some mathematics of finance.

MATH2001 Linear Algebra (3 credits)

Prerequisites: any of GEN1201, GEN1202, GEN1203

The course studies in depth the main notions and tools of linear algebra including matrices, systems of linear equations, vector spaces, linear operators, determinants, eigenvalues and eigenvectors, inner product spaces, quadratic forms, and some applications. Additional topics may be selected by instructor. The emphasis is on mathematical theory and proofs.

MATH3001 Introduction to Analysis (3 credits)

Prerequisites: any of GEN1201, GEN1202, GEN1203

This course studies in detail the main notions and tools of mathematical analysis. The topics include the real number system, limits, continuous functions,

differentiation, the Riemann integral, the concept of a metric space, uniform convergence, and infinite series. Additional topics may be selected by instructor. The emphasis is on mathematical theory and proofs.

MATH3002 Differential Equations (3 credits)

Prerequisites: MATH2001, MATH3001

The course studies first-order and second-order differential equations, homogeneous ordinary differential equations, systems of linear differential equations. Such topics as existence and uniqueness of solutions will also be covered. Additional topics may be selected by instructor. The emphasis is on mathematical theory and proofs.

MATH4001 Discrete Mathematics (3 credits)

Prerequisites: any of GEN1201, GEN1202, GEN1203

The course studies such topics as introduction to logic, mathematical induction, sets, relations, functions, introduction to graphs, elementary number theory, combinatorics, and algebraic structures. Additional topics may be selected by instructor. The emphasis is on mathematical theory and proofs.

MATH4002 Probability Theory and Statistics (3 credits)

Prerequisites: GEN2401 or equivalent, MATH3001

The course starts with elementary probability and statistics and goes much further. The topics include expectation, distributions (including multivariable), laws of large numbers and central limit theorems, conditional expectations. Additional topics may be selected by instructor. The emphasis is on mathematical theory and proofs.

MATH4003 Introduction to Complex Analysis (3 credits)

Prerequisites: MATH3001

The course studies functions of a complex variable. The topics include analytic functions, Cauchy's integral theorem, power series, Laurent series, the residue theorem with applications to definite integrals. Additional topics may be selected by instructor. The emphasis is on mathematical theory and proofs.

MATH4004 Introduction to Abstract Algebra (3 credits)

Prerequisites: MATH2001

The course studies algebraic structures. The topics include sets and relations; groups and factor groups; modules; commutative rings, ideals, quotient fields; the theory of polynomials; fields and field extensions. Additional topics may be selected by instructor. The emphasis is on mathematical theory and proofs.

GEN2401 Introduction to Statistical Analysis (3 credits)

Prerequisites: GEN1100 and GEN1120

The course focuses on practical applications and interpretations of results of statistical analysis. It introduces basic terms and concepts underlying statistical and quantitative reasoning, including introduction to probability. The course is divided into four sections: data analysis, applied probability, data collection and inferential statistics. Topics include elements of sample surveys, experimental design and observational studies, descriptive and summary statistics for both measured and counted variables, and statistical inference including estimation and tests of hypotheses as applied to one- and two-sample problems, regression with one or more predictors, correlation, and analysis of variance. Applications to quantitative data analysis in economics, social sciences and business, and statistical thinking instead of mathematical manipulation are emphasized. Different techniques of sampling, choosing sample size, and the evaluation of results are demonstrated in application to real life problems. Computer implementation is emphasized in this course.

GEN2402 Business Statistical Analysis (3 Credits)

Prerequisites: GEN1100 and GEN1120

The course provides basic knowledge of probability, axioms of probability, expectation, joint and conditional probability distributions, Bayesian concepts of statistical inference, exploratory data analysis and data transformations, confidence limits, continuous probability distributions, sampling distributions, sampling surveys, hypotheses testing, regression analysis, analysis of variance and correlation analysis.

GEN2410 Calculus (3 Credits)

Prerequisites: GEN1100 and GEN1120

This course provides the students with methods of multivariate integral and differential calculus, including partial differentiation and its applications, vector calculus, and nonlinear optimization, both constrained and unconstrained. The students who successfully complete the course will be acquainted with necessary concepts, and they will develop skills to apply their knowledge in business, economic analyses, and academic research.

GENERAL EDUCATION— INFORMATION TECHNOLOGY COURSES

GEN1300 Introduction to Computers (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

The purpose of the course is to introduce the background of computer and information technology principles to beginners and pre-intermediate level students. The course involves uses of modern software, such as Microsoft Windows, Word, Excel, PowerPoint, Internet and E-mail programs, which are necessary for studying at KIMEP.

GEN2301 Business Computer Applications (3 Credits)

Prerequisites: ENG0004 Foundation English Level 4

This course is a broad overview of the main topics in business computer applications. Students gain an understanding of computer architecture, networks, telecommunications; they learn how to apply information and knowledge systems, operations and decision support systems, spreadsheets, databases to a wide range of tasks and decision making process. The course emphasizes how organizations benefit from and use computer-based technology. The purpose of the course is to foster business thinking through available technical means.

GENERAL EDUCATION— LIBERAL ARTS and ADDITIONAL ENGLISH ELECTIVES (offered by the Language Center)

GEN1620 Arts History (3 Credits)

Prerequisites: GEN1100 and GEN1120

This course is a survey of drawing, painting, sculpture and architecture, from the Prehistoric era to modern times. It traces the history of art from its earliest recorded beginnings until the present. The course teaches how to evaluate the functions of art in human society, synthesize and relate how philosophy and culture, religious principles and practices, political and social events, geography and climate affect the production and value of art. Students will become acquainted with the vocabulary of art and various artistic media and techniques. Students will also learn to observe, discuss, and evaluate art pieces and present trends in the art world.

GEN1622 Introduction to Films (3 credits)

Prerequisites: GEN1100 and GEN1120

The purpose of this course is to give the student a better understanding of cinema from the perspective of the viewer, the professional critic, and the filmmaker. Designed for non-film majors, the class will give an overview of the world of cinema from history and theory to the craft of filmmaking.

GEN1621 Introduction to Music (3 credits)

Prerequisites: GEN1100 and GEN1120

This is a listening-based study of a variety of musical works. The course includes developing skills in recognizing and explaining musical experiences as well as exploring the relation of music to society as a whole and to other forms of art. The course exposes students to specific features of musical diversity and promoting an appreciation for listening to music in depth. Attending live concerts and writing critical reviews afterwards will foster the students' cognitive and affective skills. Students will respond critically to a variety of works in music, connecting the individual work to other works and to other aspects of human

endeavor and thought. Students will develop an understanding of the personal and cultural forces that shape artistic communication and how the arts in turn shape the diverse cultures of past and present society. Finally, group discussions and students' presentations will contribute to creating team-spirit academic environment with the students.

GEN2440 Critical Thinking (3 credits)

Prerequisites: GEN1100 and GEN1120

This course aims to improve the ways in which students critically analyze information. Students will improve these skills through reading and analyzing arguments in text, video, and audio formats. Students will practice constructing sound arguments in a range of activities—opinion pieces, advertisements, video productions, and artwork.

GEN1623 Theater (3 credits)

Prerequisites: GEN1100 and GEN1120

Students will experience drama as performance-based learning through a close reading of plays. They will discover the possibilities and limitations of theater as a genre, examining the strategies of the playwright, a number of significant plays and scenes from plays, and important periods that have shaped the theater, as we know it today.

Students will learn about the role of theater in society and investigate the interaction between the visible and invisible cast of a play: the actors, set designers, special effects technicians, stagehands, and the director. Students will have an opportunity to try out these roles as they write, stage, and direct original plays and also to view on- and off-campus theatrical productions.

GEN1830 Drama (3 credits)

Prerequisites: ENG004 Foundation English Level4

This course offers an introduction to the dramatic writing, performance art, and to analysis of contemporary drama. Students will study strategies of dramatic storytelling through readings, videos, live performances, workshops and dramatic enactments, while improving their creative writing and speaking skills in active, hands-on theatre exercises. Overall, the course will deepen students' understanding,

knowledge and appreciation of the dramatic arts, while developing their critical, expressive and artistic skills.

GEN1831 Performing Arts (3 credits)

Prerequisites: ENG004 Foundation English Level4

The Performing Arts course offers an introduction to the performing arts of ballet, opera, theater, and music. Students will gain an understanding of the processes leading to performance. The course will deepen their understanding and appreciation of the arts, while developing their critical skills. Writing and presentation skills that students develop through the course will help them to succeed in academic and everyday setting.

GEN1832 Learner Autonomy (1 credit)

Prerequisites: ENG0004 Foundation English Level 4

The course Learner Autonomy is designed especially for students in their first and second years of study at KIMEP University. It aims to focus on study skills that will assist them in making a successful transition from school to academic study at a world-class university. Students will encounter appropriate study skills so that they can successfully apply them in other courses during their studies at KIMEP. The course provides students with strategies for effective time-management, setting goals, self-assessment, and self-monitoring. The course also aims to help students become more efficient and independent learners.

GEN2800 Public Speaking (3 credits)

Prerequisites: ENG004 Foundation English Level4

Students who have already attained a high level of fluency will enjoy learning how to communicate in a public setting. This course will teach students how to prepare and present speeches to diverse audiences. Students will listen to professional speakers and review their writing and organizing skills, as well as present their own speeches.

GEN2801 English for Specific Purposes (3 credits)

Prerequisites: ENG004 Foundation English Level4

This course is designed for students who have already completed Academic English courses and

have background knowledge about subject matter of their specializations. The course will focus on application of Academic English speaking, reading, writing and listening skills for discussion, analysis and evaluation of interdisciplinary issues. Specific needs and difficulties of students from different colleges and specialities are identified through a needs assessment survey at the beginning of the course and incorporated into assignments. Students will cooperate with each other taking on specific roles, planning their process of learning, and sharing their subject-specific knowledge.

ENG1301W English Writing (1 credit)

Prerequisites: ENG0004 Foundation English Level 5

This course is offered to students who need one credit to complete their English language requirements. Because all students in the course are in their third and fourth year of study, this course does not set out to prepare students for academic study. Rather, it aims to help students to identify areas in their own writing that need improvement and for students to apply English to their study/professional lives. By means of a course requiring reading and writing and through individual or pair/group work, students' writing skills should improve.

GEN2802 Business Communications in Russian (3 Credits)

Prerequisites: Advanced-level proficiency in Russian

The success of any business lies in part in successful communication, both within the operation itself and beyond. Business communication includes effective strategies for conveying information to employees and for maintaining high levels of efficiency within an organization. In addition, it involves clear and persuasive communication with customers and others in the private and public sectors. This course selects appropriate themes and topics in the spoken and written language in order to prepare students to attain a high level of competence in business communication Russian.

GENERAL EDUCATION— SPORTS COURSES

The following statement should precede sports courses: The sports courses can be repeated three

times for credit. For example, a student could register for two or three sections of a sport so they would participate two or three times per week or they could take the same sports course three different semesters. Also, students may register for different sports up to three credits. For example, a student could register for Yoga and Karate either in the same semester or different semesters.

GEN1840 Karate (1 credit)

Prerequisites: ENG0001 Foundation English Level 1

A basic course in Japanese Shotokan Karate. A traditional style of Karate that is one of the most popular styles in the World. Shotokan is a modernized version of the original Okinawan Karate that Gichin Funakoshi, the father of modern karate, brought from Okinawa to Japan in the 1930's. The classes are taught along traditional lines concentrating on the essential 3 K's : Kihon, which means technique, Kata, which means form and Kumite, which means sparring. Traditional Shotokan Karate is an effective Martial Art but pays equal attention to physical and personal development.

GEN1841 Yoga (1 credit)

Prerequisites: ENG0001 Foundation English Level 1

Yoga focuses on understanding and controlling the body, the breath, and the mind through exercises, breathing techniques and meditation training. The techniques are designed to increase strength, flexibility, endurance, balance, coordination, and the ability to relax. They are also designed to release stress and muscle tension and to enhance the ability to concentrate.

GEN1842 Chi Kung (1 credit)

Prerequisites: ENG0001 Foundation English Level 1

A basic course in the ancient Chinese health exercises known as Chi Kung. Chi Kung (energy work) is sometimes referred to as Chinese yoga due to its emphasis on combining slow body movements with concentrated deep breathing exercises. All the exercises are done very slowly but nevertheless help to increase strength and flexibility. Due to the emphasis on slow deep breathing the exercises have a calming effect on the nervous system and help bring about a focused but calm state of mind and increased energy

levels. Chi kung is also reputed to boost the immune system and increase longevity. They are a complete set of exercises that enhance Physical, Mental and Spiritual Well-Being.

GEN1843 Ballroom Dancing (1 credit)

Prerequisites: ENG0001 Foundation English Level 1

Ballroom dancing is a group of various partner dances, some of which originate from folk dances. They used to be performed at balls that were held in rooms covered with parquet. Out of a vast diversity of both elite (historical-social) and folk dances, all ballroom dancing emerged and is characterized by two signs: all ballroom dances are partner dances; and a couple is formed by male and female. At the present time “ballroom dances” are understood to cover the categories of “sports dances” and “dancing sports”. In the world of dancing, competitions in sports dancing are divided into three programs: European (Standard or Modern), Latin and “Ten dances”. The European program includes the slow waltz, tango, Vienna waltz, slow foxtrot and quickstep (fast foxtrot). The Latin program consists of the Vienna Waltz, Tango, Samba, Cha-cha-cha, Bachata, Merenge, Salsa, rumba, paso doble and the other quick rhythm dancing.

GEN1844 Jeet Kung Do [Self-Defense] (1 credit)

Prerequisites: ENG0001 Foundation English Level 1

Jeet Kung Do is a training methodology employing techniques from several martial arts to develop physical fitness, coordination and strength. It uses Filipino Kali, Muay Thai kickboxing, Western Boxing and grappling techniques such as Brazilian Ju-Jitsu, Judo and Western Wrestling. It is suitable training for both men and women.

BANG COLLEGE OF BUSINESS

ACCOUNTING AREA

ACC2102 Financial Accounting I (3 Credits)

Prerequisites: None

Not available to students with credit for ACC2201 and AC1201

This course introduces financial accounting and addresses such topics as; accounting principles and concepts, the accounting cycle including recording transactions; preparing financial statements, adjusting

and closing accounts for proprietorships, partnerships, and corporations. It also addresses; accounting for merchandising, cash; temporary investments and receivables; inventories and cost of goods sold; plant and equipment, natural resources, and intangible assets.

ACC3101 Financial Accounting II (3 Credits)

Prerequisites: ACC2102 (or ACC2101 or AC1201)

Not available to students with credit for ACC2201 and AC1202

This course continues the introduction of financial accounting and addresses the following topics; organization and operations of corporations; corporate transactions; reporting income and retained earnings; earnings per share; bonds as liabilities and investments; the cash flow statement, equity investments and international operations.

ACC2201 Management Accounting I (3 Credits)

Prerequisites: ACC2102 (or ACC2101 or AC1201)

Previous Title: Managerial Accounting

This course introduces basic concepts in cost and management accounting. The course introduces the student to internal uses of the financial data. Topics that may be covered include Systems Design (Job Order & Process Costing), Cost Behavior, Break-Even Analysis, Variable Costing, Activity-Based Costing, Profit Planning, Standard Costs, Budgeting, and Segment Reporting. Other topics may be included as time permits.

ACC3110 Management Accounting II (3 Credits)

Prerequisites: ACC2201

Not available to students with credit for AC3203

Previous Title: Cost Accounting I

This course builds on the basic cost and management concepts to focus more intensively on their use by managers in organizations. This course introduces students to the basic concepts in cost accounting and teaches the student how to measure, analyze, and report financial and nonfinancial information. Topics that may be covered include CVP Analysis, Job Costing, Activity Based Costing, Budgeting, Determining how Costs Behave, Decision Making with Relevant Information, and Pricing Decisions.

ACC3201 Intermediate Financial Accounting I (3 Credits)

Prerequisites: ACC3101 (or ACC2101)

This course begins in depth analyses of accounting issues introduced in Financial Accounting. It addresses some of the following topics; the accounting process, financial accounting and reporting, the income statement and statement of retained earnings, the balance sheet and statement of cash flows, revenue recognition and income determination, cash and receivables, inventory valuation and departures from historical cost and estimating inventory cost.

ACC3202 Intermediate Financial Accounting II (3 Credits)

Prerequisites: ACC3201

This course continues the in depth analysis and development of issues in financial accounting. Among the topics addressed are accounting for capital assets, intangible assets and natural resources; investments; current liabilities and contingencies; bonds (investments and payables) and long term notes payable, leases; accounting for income taxes; shareholders' equity including contributed capital, retained earnings and dividends; and earnings per share.

ACC3204 International Financial Reporting Standards (3 Credits)

Prerequisites: ACC3202

Reporting practices vary significantly throughout the world. Kazakhstan now requires that International Financial Reporting Standards be used in accounting for business transactions. This course bridges the gaps between the Chart of Accounts, GAAP methods and the methods used in International Financial Reporting Standards. Upon completion, the students will be prepared to conduct business in Kazakhstan using past records and current methods.

ACC3205 Principles of Taxation (3 Credits)

Prerequisites: ACC2102 (or ACC2101)

This course provides a survey of tax concepts, structure and policy. Among the topics addressed are; types of taxes and the jurisdictions that use them, tax policy and the standards for a good tax, taxes as

transaction costs, income tax planning, taxable income from business operations, property acquisitions, dispositions and cost recovery deductions.

ACC3210 Taxation in Kazakhstan (3 Credits)

Prerequisites: ACC3205

This course is a survey of the tax structure including concepts and policies, which shape the law. Emphasis will be on general concepts applicable to all taxpayers and on taxation of individuals. It also covers the taxation of property transactions, accounting periods and methods, corporate formulation and income taxation, and the taxation of partnerships and corporations.

ACC3212 Accounting Information Systems (3 Credits)

Prerequisites: ACC 3101 (or ACC2101 or AC1202) and GEN2301 (or IS2201 or CIT1712 or GEN1300)

Not available to students with credit for IFS3212

This course addresses issues of computer based accounting. The course will focus on teaching skills needed to use modern accounting software for effective decision support. Students, through extensive hands-on experience with such software, will acquire the skills necessary to manipulate data efficiently and accurately, to produce useful information. Eventually, the students are expected to develop practical skills to handle common business-related situations. The course includes discussions on the accounting software principles, and concentrates on effective techniques of using software in the business world.

ACC3299 Selected Topics in Accounting (3 Credits)

Prerequisites: ACC3202

The course examines particular issues in accounting. Topics vary according to the interests of the students and instructors.

ACC4201 Advanced Financial Accounting (3 Credits)

Prerequisites: ACC3202

This course builds on the intermediate accounting courses to develop the professional judgment, as well as the more technical skills, needed by students for

careers in accounting, auditing or finance. Among the topics addressed are: pooling of interests, consolidated financial statements, inter-corporate investments, factors affecting ownership interests, segmented and interim reporting, accounting for international activities, foreign currency transactions, translating foreign operations, and reporting foreign operations.

ACC4203 Auditing (3 Credits)

Prerequisites: ACC3202

The primary emphasis of this course is on the auditor's decision-making process in both, an audit of financial statements, and an audit of internal control over financial reporting. The course teaches the fundamental concepts and techniques including; determination of the nature and amount of evidence needed by the auditor given the unique circumstances of each engagement, the demands imposed by the need to comply with the U.S. Sarbanes-Oxley Act of 2002 and the internal-control related Section 404, technology, e-commerce, and fraud.

ACC4208 Advanced Financial Statements Analysis (3 Credits)

Prerequisites: ACC3202

This course prepares students to analyze, interpret and use financial statements effectively. It seeks to illustrate by performing analysis on actual companies how statements may be used to identify value-creating opportunities. Topics include: tools and procedures for financial statement analysis, the relationship among business transactions, environmental forces and reported financial information, and how financial statement information can help solve certain business problems.

ACC4209 Fraud Examination (3 Credits)

Prerequisites: ACC4203

The course is intended to provide fundamental and practical knowledge for all students to learn about the global threat of fraud and to prepare for careers in the anti-fraud profession. The students will be able to identify and assess appropriate fraud risk factors by increasing the body of anti-fraud knowledge in the current audit environment, in which the identification of the fraud risk factors by auditors is required by law or standards and emphasized. The knowledge gained

from this course, which regular auditing course do not fully cover due to limited time frame, should be instrumental for the detection and deterrence of fraud in any types of audits.

ACC4211 Cases in Accounting (3 Credits)

Prerequisites: ACC3202 and 90 credits completed

This course provides students the opportunity to apply their knowledge and skills to address a series of real life issues that have arisen in organizations. The variety of cases, in terms of issues addressed and different organizational settings, provides the opportunity to accelerate learning in a manner not possible in real-life. Moreover, learning can occur without the adverse consequences of real-life mistakes. Students can expect to develop and apply not only their critical, analytical and decision-making skills but also those of written and oral communication. This course can be treated as a substitute for Internship.

ACC4216 Professional Auditing (3 Credits)

Prerequisites: ACC4203

This course extends and upgrades the knowledge obtained in Auditing ACC4203 to a professional level, preparing students for entry positions in the international Accounting Firms. The course is designed to enhance students' knowledge of auditing procedures, auditing standards and other standards related to attest engagements and the skills needed to apply that knowledge to auditing and other attest engagements.

ACC4240 Taxation of Multinational Enterprises (3 Credits)

Prerequisites: ACC3210

This course will address advanced areas of taxation, with a particular focus on the interpretation and application of tax legislation in the international and comparative perspective. The class will review different areas of relevance to the taxation of multinational enterprises, providing theoretical and practical guidance on how to navigate the complex rules of different jurisdictions while managing tax opportunities and challenges. It will also review the tax attributes of financial statements.

BUSINESS AREA

BUS3299 Selected Topics in Business (3 credits)

Prerequisites: None

This course introduces the place and the role of the South Korean chaebol - the large, family-controlled conglomerates in the industrial modernization of the country. Emphases will be given on the interaction between Korean government and chaebol which had special privileges and grew large. The course will cover the various topics in international and domestic political economy such as economic growth, culture and network, international investment and trade, democratization, globalization, currency crisis in 1997 and economic crash of 2008, institutional change and economic reform, and public and private governance. In particular, the government-business relationship will be analyzed through studies of chaebols, e.g., Samsung, Daewoo, POSCO, and Korea Development Bank. The main focus throughout this course will be on the roles and interests of governments, businesses, civil society, and foreign investors.

BUS4201 Cases in Entrepreneurship (3 credits)

Prerequisites: ACC2201, FIN3121, MKT3130, MGT3001 and 90 credits completed

This is a multi-disciplinary business course designed to integrate knowledge of marketing, finance, accounting, and management in the launching of new business ventures. The course is a substitute for a corporate internship for those students who are considering an entrepreneurial career. Topics such as new product/service market research, management of start-ups, forecasting sources and uses of cash, and alternative financing approaches will be explored in the context of new ventures. Students will be required to write an original business plan with the support of instructors from various business disciplines in order to effectively integrate different perspectives into their business model.

BUS4250 Credit Internship Program (3 Credits)

Prerequisites: 90 credits completed

An internship is working for a company and learning on-the-job. It is an opportunity to put into practice the knowledge learned from classroom coursework.

COMPUTER INFORMATION TECHNOLOGY AREA

CIT2731 Business Graphics (3 Credits)

Prerequisites: GEN1300 or GEN2301

This course involves studies of computer graphics software; basis of computer graphics: vector, bitmap (raster), 2-, 3- dimensional software packages, graphics coding, etc. The course is emphasized on the use of computer graphics in business (design of business cards, logo, booklets, leaflets, animated banners, billboards, etc.) with Corel Draw 12, Corel Draw X5 as software package "3 in 1" combining vector and bitmap graphics facilities (drawing with Corel Draw, image modifying with Corel Photo Paint, animating with Corel R.A.V.E.)

CIT2732/CIT5732 Financial Analysis Using Computer Technologies (3 Credits)

Prerequisites: GEN1300 or GEN2301

This course is a study of building Formulas to Calculate Values with MS Excel. Topics include Auditing, Goal Seek, Solver, Pivot Tables, Managing Data in List, Forms, Filters, Subtotals, Data Consolidation and Macros.

This course cannot be counted towards majors/minors in Finance.

CIT2733 Survey Research with SPSS (3 Credits)

Prerequisites: GEN1300 or GEN2301 and GEN2400 or GEN2401 or GEN2402

This course is providing the essential introduction to various functions of SPSS such as data management, data analysis, plotting graphs, creating reports, etc. It is especially focused on survey research that covers critical topics such as how to design a questionnaire, to code and enter responses, to transfer (exchange) data to/from different file formats, to manipulate and analyze data with different approaches, methods, and eventually to prepare a final report that concisely and clearly summarizes results. At the end of the course, a group project will be assigned to conduct virtual survey on the business subject.

CIT2735 Multimedia Graphics for Business Communications (in Flash) (3 Credits)

Prerequisites: GEN1300 or GEN2301

This course includes Graphics and Animation using Adobe Flash Professional CS. Flash is an extremely powerful vector graphics program that allows you to assemble dynamic animated and interactive content to create everything from basic linear animations to complete interactive web sites. In this course students will become familiar with the basis of Flash, so that they can create simple yet impressive animations that students can add to web sites for business communication or export as self-running Flash Player files.

CIT3724 Advanced Business Computer Applications (3 Credits)

Prerequisites: GEN1300 or GEN2301

It introduces the concept of Macros, macro-recorder in Word, Excel and Access, and programming in Visual Basic. Emphasis is given to Windows programming using the Visual Basic environment: use of forms, boxes, buttons, labels, menus, scroll bars, and drawing objects. This course will teach students to develop professional looking and deployable visual basic applications: advanced controls, data aware controls, OLE containers, SQL access, building help files, and accessing the Windows API functions.

CIT3734 Web Design (3 Credits)

Prerequisites: GEN1300 or GEN2301

This course provides knowledge about Web Design principles. In this course students will learn the fundamentals of web site design. Topics include publishing Web sites, updating web sites, Internet technologies. Topics include an overview of the www, e-mail, browsers, basic web page elements and organization of virtual communities. In the course software for web site development such as MS FrontPage and Dream Weaver are taken as tools.

FINANCE AREA

FIN2105 Business Microeconomics (3 Credits)

Prerequisites: None

Not available to students with credit for ECN2103

This is an introduction to microeconomic concepts and techniques (mathematical and statistical) that are useful for business decision-making. The course begins by examining markets -the interaction of demand and supply. It examines the determinants of demand, and the cost structures that underlie supply. It also looks at the dynamic process of price adjustment. Next, various models of profit maximization are developed, under different competitive assumptions. Finally, the course looks at strategic problems. While there is no prerequisite for this course, the course moves quickly and develops an intermediate level of microeconomic theory.

FIN2106 Business Macroeconomics (3 Credits)

Prerequisites: None

Not available to students with credit for ECN2102

This is an introduction to macroeconomic concepts and techniques (mathematical and statistical) that are useful for business decision-making. The course begins by developing Keynesian models of income determination and multiplier effects. It moves quickly to the interaction of real and financial markets, and the process of income determination and money creation. Emphasis is placed on predicting the impacts of fiscal and monetary policy. Students will develop a computer simulation, and use the computer model to analyze policy variables. Finally, the course introduces models of the open economy, and provides basic techniques for determination of spot and forward exchange rates.

FIN3101 Financial Institutions and Markets (3 Credits)

Prerequisites: FIN2106 or equivalent

Previously listed as FN2201

The course introduces topics such as the functions, organization, structure and regulation of financial institutions and markets. Students also study the role and operations of financial markets and institutions in the economy, supply and demand for funds, interest rate determination, monetary and fiscal policy,

and flow of funds analysis. In addition, the course analyzes basics of financial policies and operations of commercial banks and other financial institutions as well as an overview of the globalization of financial markets and institutions.

FIN3121 Principles of Finance (3 Credits)

*Prerequisites: ACC2102 (ACC2101) or equivalent
Previously listed as FN2202*

This is an introductory course to the field of finance with a broad scope and emphasis on general principles. The objective of the course is to introduce basic tools and techniques essential in understanding major theories of Finance and making financial decisions. Students will learn basics of financial system, time value of money and discounting, financial performance analysis, basics of capital budgeting, basics of stock and bond valuation, and introduction to corporate finance.

FIN3210 Corporate Finance (3 Credits)

Prerequisites: FIN3101, FIN3121

This is an intermediate business financial management course, combining theory and applications. The course focuses on detailed look at capital budgeting methods including Net Present Value and Internal Rate of Return, capital budgeting under uncertainty, risk and return analysis, financial planning and forecasting, dividend policy, capital structure policy, working capital policy, and interactions of investment and financing decisions.

FIN3220 Investments (3 Credits)

Prerequisites: FIN3101, FIN3121

This course introduces the foundations of portfolio theory, asset pricing, trading and valuing securities as well as provides frameworks for investment analysis of various financial instruments. The course begins with an introduction of the modern portfolio theory and then turns to asset valuation based on the capital asset pricing model and arbitrage pricing theory. The two subsequent areas of study are valuation and analysis of fixed income instruments and stocks. Overall, this course represents the minimal financial theory and necessary practical tools with which an undergraduate student majoring in finance should be able to make meaningful investment decisions and be prepared for advanced courses in investment management.

FIN3230 Financial Institutions Management (3 Credits)

Prerequisites: FIN3101, FIN3121

The course provides an analysis of the role of private financial intermediaries in providing financial services to the public with a focus on the latest techniques of asset/liability and risk management in modern day financial institutions. Other topics include the impact of recent regulations and the breakdown of geographic barriers worldwide on the risks and opportunities to financial institutions. The impact of ethical, technological and diversity issues affecting managerial decision making in financial intermediation is also discussed.

FIN3222 Personal Finance (3 Credits)

Prerequisites: FIN3101, FIN3121

This course focuses on the analysis of the problems involved in efficient handling of personal finance. Topics include time value calculations, budgeting, career planning, banking, insurance, home buying, consumer credits and money management, investment planning, retirement planning, and estate planning.

FIN4211 Financial Modeling (3 Credits)

Prerequisites: FIN3220

This course will involve using spreadsheets to model financial transactions, perform valuations, and solve complex financial problems from all areas of finance (equity, debt, and their derivatives). It will also involve the use of financial functions and formulas, macros, and new programming in various financial applications. Intermediate knowledge of any electronic spreadsheet (Microsoft Excel, Lotus, etc.) is required.

FIN4212 Mergers and Acquisitions (3 Credits)

Prerequisites: FIN3210

The course provides the key financial sources and instruments used for mergers and acquisitions (M&A) deals; how to select the most appropriate type of financing - debt, equity, or a combination of the two; financing via debt, bonds, and leases, and ways to borrow or lend; tactics considered in contracts, including contingent payments, earn-outs, and equity kickers; how to determine when refinancing is necessary; how volatile global events

can affect economic systems and M&A financing and refinancing; debt/equity hybrids and other financing methods.

FIN4214 Introduction to Financial Statement Analysis (3 Credits)

Prerequisites: FIN3101, FIN3121

The course objective is to teach students to accurately read and analyze financial statements of various companies in a variety of industries. It examines the uses and misuses of financial statement data for a wide range of financing decisions. The course analyzes various reporting options that affect income, assets, cash flow forecasts, financial ratios, and trends; distinguishes between accounting rules and underlying economic realities; and examines approaches that analysts can take when external reports do not reflect a firm's underlying economics. The course focuses on the pragmatic implications of corporate disclosures and nondisclosures.

FIN4220 Real Estate Finance (3 Credits)

Prerequisites: FIN3101, FIN3121

This course provides a broad introduction to real estate finance. Project evaluation, financing strategies, and capital markets issues related to real estate are covered. Other topics include real estate law, government regulations of real estate uses, development and marketing of commercial and residential real estate.

FIN4221 Investment Banking (3 Credits)

Prerequisites: FIN3210

The course provides a study of investment banking activities, including their regulatory, institutional and market environments, with extensive reference to the global marketplace. Students will learn the analysis of the main investment banking services with emphasis on the mechanics and economics of the issuance process. Analysis of the market for new issues and appraisal of their spread and price performance will be provided. Consideration of ethical, technological and diversity issues in investment banking operations will be made.

FIN4224 Introduction to Financial Derivatives (3 Credits)

Prerequisites: FIN3101, FIN3121

This course offers an introduction to derivative markets. A derivative is an instrument whose value depends on the values of other more basic underlying variables. This course focuses on financial derivatives. Emphasis is placed on organization and role of put and call options markets, futures and forward markets, swaps markets, and their interrelations. Major topics include arbitrage relations, valuation, hedging and speculating with derivatives and implementation of derivatives trading strategies.

FIN4231 Commercial Banking (3 Credits)

Prerequisites: FIN3101, FIN3121

The course aims on understanding the field of banking from the perspectives of both a bank customer as well as a bank manager. Topics include introduction to the business of banking; asset-liability management techniques and hedging against interest rate and credit risk; managing the bank's investment portfolio and liquidity position; managing bank sources of funds; providing loans to businesses and consumers; the bank's organizational structure and service options; and developing a channel for future growth and expansion.

FIN4232 Risk Management (3 Credits)

Prerequisites: FIN4224

The course provides comprehensive analyses and insights in risk management including: overview of risk management -from the history of risk management to the new regulatory and trading environment; a look at past and present risk management; risk management program designs; techniques to organize the risk management function; develop a system to cover organizations exposures; and risk management implementation including the use of the myriad systems to derive value at risk (VaR), stress-testing, and derivatives for measuring and hedging risk in today's marketplace.

FIN4235 International Financial Management (3 Credits)

Prerequisites: FIN3101, FIN3121

This course covers principles and applications of managerial finance in an international context. Particular emphasis is placed on financial management of multinational business. Major topics include analysis of opportunities, risks and problems unique to businesses involved in multinational operations, international financial environment, international sources and uses of funds, foreign exchange risk management, and managing international assets, liabilities, and securities.

FIN4240 Security Analysis and Portfolio Management (3 Credits)

Prerequisites: FIN3220

This is an advanced investment course designed to expand knowledge acquired in the introductory investment course. The course provides thorough analysis of security valuation techniques and systematic portfolio management. The topics include the processes and principles of financial valuation, valuation models and components, valuation of debt, equity and other securities, portfolio construction and analysis, strategic management of various classes of assets, and portfolio applications and portfolio evaluation.

FIN4241 Case Studies in Finance (3 Credits)

Prerequisites: FIN3210, FIN3220, FIN3230 and 90 credits completed

The course offers various advanced case studies on practical problems in planning, procuring, and maintaining optimum distribution and utilization of financial resources of business entities. Topics of case studies will vary depending on the interests of students, and the course instructor. This course can be treated as a substitute for Internship.

FIN4242 Selected Topics in Finance (3 Credits)

Prerequisite: FIN3210, FIN3220, FIN3230

The course examines particular issues and contemporary subject areas in Finance at an advanced level. Selection of topics depends on students and instructors preferences.

INFORMATION SYSTEMS AREA

IFS2203 Management Information Systems (3 Credits)

Prerequisite: GEN2301 or GEN1300

This course provides a broad overview of the information systems including their resources and components. In addition the course discusses key managerial issues relating to implementation and application of information systems in an enterprise, understanding the impact of information systems/information technology on business functions; outlining strategies for corporate growth based on the effective use and management of information systems; analyzing business problems and developing the design for relevant information systems solutions; understanding how information systems can be used to transform business processes and provide more effective management control and decision systems.

IFS3202 Database Management Systems in Business (3 Credits)

Prerequisite: GEN2301 or GEN1300

The Database plays a key role in business management. Management without the support of right Database is unthinkable. This course provides hands-on-training of the tools and techniques of designing, implementing, modifying and accessing enterprise databases. The course demonstrates how the database technologies may be effectively used to manage business operations, marketing products and services, and maintain customer relations. The course involves students to design databases for real business tasks, implement simple database environment using available facilities. The course will cover physical database & DBMS implementation (storage and index structures, system catalog, query optimization, transaction processing, concurrency control, database recovery, security & authorization), and other related topics.

IS3208 Data Communication and Networking, 3 Credits

Prerequisite: IFS2203

The course presents basic knowledge of communication systems as one of the largest computer science fields. It covers systematic methods for classification of

the present and future development of computer communication; changes in the infrastructure of information and communication systems, distributed systems, open systems, architectures as blueprint for open systems; communication networks for local area environments (within organizations) and for wide area environments (between organizations); and communication services in local and wide area networks. In addition course will introduce networking models, intranet and ethernet and their use in E-business and E-commerce.

ACC3212 Accounting Information Systems (3 Credits)

Prerequisite: GEN2301 or GEN1300 and ACC2101

This course addresses issues of computer-based accounting. The course will focus on teaching skills needed to use modern accounting software for effective decision support. Students, through extensive hands-on experience with such software, will acquire the skills necessary to manipulate data efficiently and accurately, to produce useful information. Eventually, the students are expected to develop practical skills to handle common business-related situations. The course includes discussions on the accounting software principles, and concentrates on effective techniques of using software in the business world.

IFS4202 Management of E-Business Systems, 3 Credits

Prerequisites: IFS2203

This course teaches the students how the new information and communication technology (NICT), such as broadband, mobile communications and the Internet, can be used to develop and improve business processes (E-Business) that cut costs increase revenue and reduces time of doing business across the globe. It empowers the students to develop the necessary analytical skills to distinguish the value from the hype of the New Economy. Upon completion of this course, students should be able to find out: how leading companies and new ventures do business on the Internet? What are the various business models of E-Business? What are the rules of competition of E-Business and how they affect the relationships, profitability and stock prices? How to formulate best-fit E-Business strategies not only for the commercial firms, but also for the management of not-for-

profit service sector organizations like government, healthcare and other public utility services? How NICT can be used to create sustainable businesses for Kazakhstan?

IFS4204 Decision Support Systems, 3 Credits

Prerequisites: IFS2203, IFS3202

This course examines a set of information systems which specifically support managerial decision makers: Decision Support Systems, Group Decision Support Systems, Executive Information Systems, Data Warehouses, Expert Systems, and Neural Networks. The course explores and discusses the development, implementation, and application of these systems, how these systems can be applied to current business problems, as well as how organization issues impact the implementation and usage of these systems. This will involve developing conceptual knowledge of these systems as well as gaining practical experience with several software packages for decision support. Course topics include MS Project as a powerful tool in business decision making.

LEADERSHIP AREA

LDP3201 Leadership: Principles and Best Practices (3 Credits)

Prerequisites: None

The course is intended for highly motivated students who have capacity for leadership and determined to become effective in leading others. It is modeled as an integrated framework that consists of the best leadership practices presentations and lectures. The students will be exposed to learning first hand experience of great leaders from industry, government and various social sector enterprises.

LDP4201 Leadership: Making Principles Work (3 Credits)

Prerequisites: None

The main objective of this course is to equip students with tools necessary for analyzing leadership activities within the organizations. The course will also introduce contemporary leadership concepts and practices through delivering guest lectures and simulating leadership exercises. Students will learn major approaches to leading people that will serve as the basis for future organizational success.

LDP4202 Leadership in Action (3 Credits)

Prerequisites: LDP 3201 and LDP4201

Provided with general guidelines, students will be involved in case studies and projects in area of their specialization. This course will give the opportunity to apply and polish the knowledge received in previous two courses. Students will also be required to develop their leadership competencies and provide sound solutions for managerial challenges. This course can be treated as a substitute for Internship under condition that all pre-requisites are met.

MANAGEMENT AREA

MGT3001 Principles of Management (3 Credits)

Prerequisites: None

Previously listed as MG2201

This course deals with the role and nature of management as it is used in contemporary business. The course will provide a systematic understanding of the core concepts of management theory and practice. A brief review of the foundations of key management thinking will be presented to set the context. This will be followed by an exploration of the environment for the managers and a discussion of the social and ethical issues, which affect managers. The diverse roles of the manager in contemporary business are then explored placing emphasis on identifying the key role effective management can play in developing successful organizations, private and public, large and small.

MGT3201 Business Communications (3 Credits)

Prerequisites: None

This class introduces the principles of communication in organizations. The most common organizational communication variables are reviewed; e.g. communication distortion, conflict, power, managerial leadership style, roles, interviewing, and information overload and under-load. The emphasis is placed on the application of the principles reviewed to the organizational setting. Simulations, exercises, and case studies are used to give the course material strong practical relevance.

MGT3202 Principles of Business Ethics (3 Credits)

Prerequisites: None

An understanding of Business Ethics is critical for modern managers. The course reviews the prevalent theories of ethics that set and guide society's expectations of doing business in today's private and public sector within the social, economic, and political order in the context of local traditions. Responsibility to all the stakeholders of a business will be studied from an ethical standpoint. International ethical frameworks for gauging business decisions are reviewed. Throughout the course, there is intensive use of case studies to illustrate and solve business ethics problems. The objective of the course is to introduce the student to the ethical concepts that are relevant to resolving moral issues in business; impart the reasoning and analytical skills needed to apply ethical concepts to business decisions; identify the moral issues involved in the management of specific problem areas in business; and to provide an understanding of the social, technological, and natural environments within which moral issues in business arise.

MGT3204 Human Resources Management (3 Credits)

Prerequisites: MGT3001

Not available to students with credit for PAD3523

This course deals primarily with activities that directly affect how employees are brought into the firm and their treatment once they are employed. These activities include selection, training, evaluation, compensation, labor relations, working conditions, and related issues.

MGT3205 Decision Making (3 Credits)

Prerequisites: MGT3001

The course focuses on ideas that can be used in business to understand decisions generally. The curriculum includes the concepts of rational choice, identity, appropriateness, and history-dependent rules. The course also explores how decisions are made in the face of inconsistency in preferences or identities. Prospects for decision engineering are also explored in detail.

MGT3206 Leadership and Motivation (3 Credits)

Prerequisites: MGT3001

This course is intended for future managers who require knowledge on how to motivate people, how to manage groups and use appropriate leadership styles. It is modeled as an integrated framework that consists of lectures and training.

MGT3207 Managing Negotiations (3 Credits)

Prerequisites: MGT3001

This course deals with the art and skills of negotiating in various business situations. Cases involving and analyzing issues and problems ranging from sales and contracts to the most complicated issues of international business will be discussed.

MGT3208 Innovation Management (3 Credits)

Prerequisites: MGT3001

The purpose of the course is to introduce students to recent, leading edge management thinking. A study of the most recent trends and ideas in management and their practical application is carried out. The course will include reviews of books by well-known management theorists and a critical analysis of the application of these theories in Kazakhstan.

MGT3209 International Management (3 Credits)

Prerequisites: MGT3001

This course compares management styles used in various countries and the effectiveness of those styles on that culture. Methods will be contrasted with current management methods used in Kazakhstan to formulate effective methods for practical use. Focus is on the design of the organization; political, legal, and economic concerns; personnel issues; and, negotiating strategies.

MGT3210 International Business (3 Credits)

Prerequisites: MGT3001

This course involves study of the issues and logistics involved in conducting business in the international arena. Issues such as globalization, the impact of economics, socio-cultural factors, and economic policy are discussed in detail. The nature and economic role of the multinational corporation including the impact

of legal, political, educational, and cultural variables upon firm performance and managerial activity forms the core of the course. Case studies illustrate managerial, marketing and financial and accounting activities, in the global economic space.

MGT3211 Small Business Management (3 Credits)

Prerequisite: MGT3001

Lectures and case study methods are applied to investigate and analyze problems related to small business start-ups and functions. Included are: selecting a location, business planning, organizational control, finances, and other areas of interest to the small business owner. The course includes formulating a business plan.

MGT3212 Organizational Behavior (3 Credits)

Prerequisites: MGT3001

Not available to students with credit for PAD3536
Managers get things done through other people. They make decisions, allocate resources, and direct the activities of others to attain goals. Managers do their work in an organization. This is a consciously coordinated social unit, composed of two or more people. These units strive to achieve a common goal or set of goals. This course develops a sound understanding of the human side of work and provides knowledge of the behavioral aspects of working in organizations.

MGT3213 Managing Change (3 Credits)

Prerequisites: MGT3001

This course is designed as an introduction to managing change in organizations with an emphasis on the development of student capacity to understand the necessity of change in organizations. This is achieved by focusing on the conceptual and theoretical underpinning of change in the organizational context, analysis of how effective change management helps an organization gain a competitive advantage, and introduction of key change tools.

MGT3215 Hospitality Management (3 Credits)

Prerequisite: none

This course examines the philosophy and history

of hospitality and the special characteristics of the industry. A broad overview of management styles, management and marketing theories and organizational structures is offered, as well as an introduction to local and international issues associated with the industry. This course examines hospitality specific issues such as yield management, services marketing, hospitality distribution channels, and service quality management strategies.

MGT3216 Leisure and Recreational Management (3 Credits)

Prerequisite: none

Leisure and Recreation Management course deals with the theory of leisure (the time available to an individual when work, sleep and other basic needs have been met) studies as well as the day-to-day practicalities of managing a recreation facility. The course introduces the student to leisure and recreation in society (role, concepts and principles), the relationship between tourism, leisure and recreation, including holiday, sports, basic concepts in outdoor recreation, outdoor recreational resources, recreation resource management, recreation in a changing world.

MGT3299 Selected Topics in Management (3 Credits)

Prerequisites: MGT3001

This course provides further study into various areas in management. Topics covered will change from year to year depending on the students' particular needs and strengths.

MGT4201 Strategy and Business Policy (3 Credits)

Prerequisites: MGT3001, MKT3140, FIN3121, ACC2201

This course examines the enterprise as a whole including understanding how and why the various functions of a business are interdependent and need to be coordinated. The course looks at the environment in which a business operates its strategy, and internal administrative activities. The emphasis is on the kinds of problems and issues that affect the success of the entire organization.

MGT4202 Compensation Management (3 Credits)

Prerequisite: MGT3204

The purpose of the course is to provide the student with an understanding of compensation and rewards systems management in contemporary organizations. This course examines and reviews the elements of compensation and rewards systems that affect organizations including theoretical aspects and justifications. This leads into a detailed discussion of the practicalities of making wage decisions, incentives and benefits design techniques, and the administrative aspects of the compensation management process.

MGT4203 Performance Management (3 Credits)

Prerequisite: MGT3001

The purpose of performance management is to improve performance in critical areas by creating accountability to goals and objectives. This course will provide students with the necessary knowledge and skills of ensuring effective staff performance over a period of time, i.e. through tracking and strategic control and performance opportunity setting.

MGT4204 Cases in Management (3 Credits)

Prerequisites: MGT3001 and 90 credits completed

The course offers various advanced case studies on practical problems in managing the business entities. This course can be treated as a substitute for internship.

MARKETING AREA

MKT3130 Principles of Marketing (3 Credits)

Prerequisites: None

Previously listed as MK1201

The aims of this course are to provide students with a basic understanding of the constituent elements of the marketing function in organizations. The course will develop analytical and diagnostic skills in dealing with marketing situations. Students will learn how marketing objectives are matched with marketing strategies and programs.

MKT3140 Intermediate Marketing (3 Credits)

Prerequisites: MKT3130

Previously listed as MK2201

This class involves an in depth study of marketing management, with emphasis on the marketing environment, development of marketing strategies, formulation of policies, and, critically, the integration of marketing with other functional areas of business.

MKT3201 Consumer Behavior (3 Credits)

Prerequisites: MKT3140

This course will provide the students with knowledge of key concepts of Consumer Behavior Science and their use in developing marketing strategies. This will include analysis of external and internal influences on consumer behavior; consumer decision-making process; concepts of consumer strategy and tactics; the importance of product image and brands; and, store image influence consumer purchases.

MKT3202 Marketing Communications (3 Credits)

Prerequisites: MKT3140

This course is designed to introduce students to the main aspects of the marketing communication mix as well as marketing communications strategy. This knowledge will develop them as future marketing managers, who will be able to lead a company's communications. By the end of the course students will be able to define and develop a company's marketing communications strategy; brief advertising agencies about message style and media used for promotional campaign; and, evaluate advertising agency proposals.

MKT3205 Retailing (3 Credits)

Prerequisites: MKT3140

This course investigates the structure of the retailing industry. Issues covered include retailing trends, retail store organization, and tools for understanding retail consumers. Store location, design, and layout are examined as the core of understanding the basic fundamentals of operating a retail business.

MKT3207 Internet Marketing (3 Credits)

Prerequisites: MKT3140

The course is developed to examine the unique features of marketing through the Internet as well as the use of the Internet as support for off-line marketing activities. The course is designed to give students a detailed understanding of key Internet marketing concepts and to see how they are implemented. Upon completion of the course, students will be able to analyze on-line marketing strategies of companies, the customer utility of websites, and develop promotional campaigns for on-line marketing programs.

MKT3210 Services Marketing (3 Credits)

Prerequisites: MKT3140

This course focuses on the specific issues facing successful marketers in the service sector. Marketing of services, including promotion and pricing practices and strategies, are discussed in detail as is in-depth practical knowledge of franchising and specific services sectors.

MKT3212 Fundamentals of Selling (3 Credits)

Prerequisites: MKT3140

The fundamentals of selling and sales management will be studied in this course to ensure students understand the role of personal selling in the company promotional program, customers' buying behavior, sales process, and functions of a sales manager. The students will practice the skills necessary for effective communication and successful selling. Prospecting and approaching customers, sales presentation, handling objections, and closing and follow-up techniques will be studied in detail. Sales planning, developing, and directing sales forces as well as evaluating the performance of the sales aspect of organizations will contribute to the students' understanding of sales management.

MKT3213 Public Relations (3 Credits)

Prerequisites: MKT3140

This course is designed to introduce students to the fundamentals of public relations. Public relations can be defined as the art and science of positioning an organization in its environment. The course examines the various ways that communication facilitates this

process. The objectives of the course are to provide an understanding of the functions of public relations, to expose the student to the role of public relations in organizations, and to provide exercises, which offer insights into the practicalities of public relations.

MKT3214 Brand Management (3 Credits)

Prerequisites: MKT3140

This course addresses important branding decisions faced by organizations. Its' basic objectives are firstly to increase understanding of the important issues in planning and evaluating brand strategies. Secondly, the course provides the theories, models, and other tools to make better branding decisions. Thirdly, the course provides a forum for students to apply these principles using practical examples. Particular emphasis is placed in the course on understanding psychological principles at the customer level that will improve managerial decision-making with respect to brands. A central aim of the course is to make these concepts relevant for any type of organization (public or private, large or small).

MKT3220 Tourism Marketing (3 Credits)

Prerequisite: none

This course enables the student to understand the nature of the tourism and hospitality industry. It also provides students with a strong foundation in the field of tourism marketing as well as the essential business skills to enhance this exciting field of marketing. It develops an understanding of applied marketing theory in an international tourism and hospitality environment, provides students with an understanding of the complexity of tourism buyer behavior. Opportunities will be identify to position tourism products and services through an effective target marketing approach.

MKT3221 Tourism Practices and Principles (3 Credits)

Prerequisite: None

Through an interdisciplinary approach this course introduces students to the nature of tourism and hospitality from both an industry and a social perspective. The course imparts knowledge and comprehension by introducing research skills, the development of critical analysis and encourages

the articulation of concepts and opinions. Students will be made aware of the development of "system thinking" and its application in both the tourism and the hospitality industry.

MKT3222 Cross-Cultural Tourism Marketing (3 Credits)

Prerequisite: none

Culture is a way of life encompassing behaviours, attitudes, beliefs, and tangibles such as human productivity. Through an active participation in this course the student will develop an understanding of culture, Cross-Cultural Tourism Marketing and its place in tourism. The perspectives include the fundamental – what is culture and how are representations embodied in specific products and communication channels, the global and comparative – how is the nature of culture changing in a global economy and how can business respond to the challenge, developing tourism that is culturally sustainable?

MKT3223 Niche Tourism (3 Credits)

Prerequisite: none

Niche Tourism examines one of the fastest growing areas within the tourism sector. This course provides an integrated picture of specialty/niche tourism as a whole looking at both the 'macro' and 'micro' niche area. It has a comprehensive theoretical framework, and discusses initiatives, policies and strategies adopted internationally. With an emphasis on linking theory to practice, it is underpinned by up-to-date international case studies from around the world. Divided into 3 parts, it covers a variety of aspects under the headings of special interest tourism, tradition and culture base tourism and activity-based tourism.

MKT4201 Cases in Marketing (3 Credits)

Prerequisites: MKT3140 and 90 credits completed

The course offers various advanced case studies on practical problems in marketing. *This course can be treated as a substitute for internship.*

MKT4203 Marketing Research (3 Credits)

Prerequisites: MKT3140

This course looks at how marketing research functions and procedures can be utilized in measuring and analyzing environmental factors in consumer demand, sales efficiency, effectiveness of promotional programs, and effects of competitor's strategies. It includes methods of product distribution and pricing research. Projects emphasize current marketing research techniques.

MKT4208 International Marketing (3 Credits)

Prerequisites: MKT3140

This course covers international marketing operations by looking at issues such as product policies, pricing, marketing communications, distribution channels, and marketing research. The factors governing the decision to engage in foreign transactions by organizations are explored in detail. In-depth market studies form a core part of the course.

MKT4219 Event Marketing (3 Credits)

Prerequisites: MKT3140

The course will provide the students with an understanding of the constituent elements of the planning, designing, and implementing events. The focus is placed on sales promotion techniques, marketing creativity, and public relations in the organizations. The course will develop analytical and diagnostic skills in dealing with marketing situations.

MKT4299 Selected Topics in Marketing (3 Credits)

Prerequisites: MKT3140

Specialist courses in selected topics related to marketing. Topics covered vary according to the interests and expertise of instructors and demand from students.

OPERATIONS MANAGEMENT AREA

OPM3011 Decision Techniques and Tools

Prerequisite: GEN1201 or GEN1202

Replaces OP1201 Business Quantitative Methods

The course provides the essential concepts of business mathematical methods and knowledge about computer tools used for decision making and problem solving. It will deal with such topics as LP Solutions, Breakeven Analysis, Sensitivity Analysis, Decision Trees, CPM/PERT, Time Series Analysis, Quantitative Forecasting Techniques, Decision Support Systems & Spreadsheets. The course will have a lab section added to focus on application of computer tools.

OPM3131 Introduction to Operations Management (3 Credits)

Prerequisite: GEN2402

Previously listed as OP2202

This course is an overview of the fundamentals of operations management (OM) used in service and manufacturing organizations. OM uses analytical thinking to deal with real world problems. Students will be introduced to the application of effective operations management techniques: productivity management, product and process design, job design, the planning and management of materials flows, manpower and capacity planning and scheduling, project management, and quality management.

OPM3205 Logistics and Supply Chain Management (3 Credits)

Prerequisite: OPM3131

The course reviews how organizations can gain sustainable competitive advantage in global marketplace by efficient and effective management of supply and distribution chains. Methods and techniques to model supply chain strategy, supply chain route analyses, supply chain outsourcing and partnering, JIT management philosophy, inventory management and material requirement planning, warehouse operations, logistics system design, reverse logistics, information systems for logistics, and enterprise resource planning are integrated. The course also looks at the relevance of modern supply chain logistics in Kazakhstan and

concepts of the course will be illustrated and integrated with the particular issues facing local industries.

OP3207 Total Quality Management, 3 Credits

Prerequisites: OPM3131

This course emphasizes applications of principles and techniques of TQM to manufacturing and service organizations. It will introduce many aspects of quality management and discusses: quality philosophies and principles, Total Quality Management and continuous improvement, process control and improvement (Statistical Process Control, Process Capability and Six Sigma Quality), quality design and improvement, acceptance sampling, ISO 9000:2000 and the implementation of quality improvements.

OPM3215 Business Time Series Forecasting (3 Credits)

Prerequisites: GEN2402

The course is devoted to advanced students who would like to refine their knowledge in applied statistics. The course consists of forecasting models and techniques, such as exponential smoothing models, ARIMA models, neural network techniques, rule-based forecasting, business forecasting. Commercial software such as SPSS and Neural Networks Package will be used for practical applications. Examples of time series forecasting related to marketing, operations, and finance are provided.

OP4202 Transportation and Distribution Management, 3 Credits

Prerequisites: OPM3131

Transportation alternatives and technologies are changing very rapidly. It is necessary to study the fundamental differences among the various transportation modes in terms of their basic cost structures, mode of transportation, market competition and service characteristics to minimize the transportation cost as well as total logistics expenses and reduce the shipment time. From local and international point of view this course addresses the role of commercial transportation in logistics & business, existing transportation infrastructure, intermediaries involved in movement of goods to and from a country, all critical routing and scheduling; shipment planning & containerization; mode, carrier,

and third-party selection; transportation regulations and documentation; transportation management systems; and transportation organization design.

COLLEGE OF SOCIAL SCIENCES

REQUIRED COURSES

CSS3001.1 “Preparation for Academic Internship of KIMEP students at the Parliament of the Republic of Kazakhstan” (3 credits)

Prerequisites: None

The purpose of this course is to provide quality preparation for an internship in the highest governmental bodies – Senate and Majilis of the Parliament, Office of the Prime-Minister, Ministries, Agencies, Departments of the Republic of Kazakhstan and the Commonwealth of Independent States.

The course covers the legislative process, the order of formation and practical activity of the state bodies of the Republic of Kazakhstan and CIS countries and the mechanism of the according interaction in the sphere of public administration of all branches of power – legislative, executive and court.

CSS3001.2 “Academic Internship of KIMEP students at the Parliament of the Republic of Kazakhstan” (3 credits)

Prerequisites: CSS 3001.1

The purpose of this course is to provide an internship in the highest governmental bodies – Senate and Majilis of the Parliament, Office of the Prime-Minister, Ministries, Agencies, Departments of the Republic of Kazakhstan and the Commonwealth of Independent States. During their internship, students will get to know how to analyze situations specific to the daily work of government in different fields of administration, and how to develop possible proposals for effective problem solving. Because of this internship, KIMEP graduates have a right to be enrolled into the cadre reserve of the state service and to take positions there without completing any entrance examinations.

CSS3002.1 “Preparation for Internship in the Ministry of Economic Development and Trade” (3 credits)

Prerequisites: None

The purpose of this course is to provide quality preparation for an internship and the Ministry of Economics. The course covers material related to the structure and processes of the Ministry and introduces the essential foundations of Economic policy.

CSS3002.2 “Internship in the Ministry of Economic Development and Trade” (3 credits)

Prerequisites CSS 3002.1

The purpose of this course is to provide an internship in the Ministry of Economics.

During their internship, students will have opportunity to work in one of the Ministry’s departments, so as to gain a better understanding of how economic analysis is undertaken and how economic policies are developed and implemented.

See individual departments for course descriptions of College Foundation courses

ECONOMICS AREA

ECN1101 Introduction to Economics (3 Credits)

Prerequisites: None

The course develops economic concepts and illustrates them with applications from Kazakhstan and elsewhere. The course surveys both microeconomics and macroeconomics. “Micro” addresses how markets coordinate the choices of firms and individuals. “Macro” concerns the national and world economy. Macroeconomic topics include the measurement of national economic activity (Gross Domestic Product, or GDP), economic growth, the business cycle, unemployment, inflation, international trade, and the economic role of government. This course helps the student to reach General Education objectives in critical thinking and writing.

ECN2102 Macroeconomics (3 Credits)

Prerequisites: All required GE English courses

This course provides basic understanding of a typical market-based economy from society’s point of view.

It includes national income analysis; the traditional theory of income and employment; economic fluctuations; the economic role of the government; government expenditures and taxation; money and banking; economic growth; and international economics.

ECN2103 Microeconomics (3 Credits)

Prerequisites: All required GE English courses

This course provides students with a basic understanding of how markets work. At the end of the course, students should be able to: understand and explain the basic problems in micro economics; demonstrate knowledge of basic microeconomic terms, concepts and models; correctly apply microeconomic terms and concepts when discussing economic issues; and appreciate the contributions, as well as the limits, of microeconomics in solving current economic problems.

ECN2083 Introduction to Statistics (3 Credits)

Prerequisites: MSC1101 (Not available to students who have credit for OPM2201 or STAT2101)

This course introduces the basic concepts of study design, data collection, data analysis and statistical inference. Topics include an overview of observational and experimental study designs; graphical and numerical descriptive statistics; probability distributions for simple experiments and for random variables; sampling distributions, confidence intervals, and hypothesis testing for the mean and proportion in the case of one sample. The emphasis is on developing statistical reasoning skills and concepts; computational skill is secondary. Students are taught the use of statistical software to handle the computations.

ECN2360 Introduction to Personal Finance (3 Credits)

Prerequisites: ECN2103 and ECN2102 (for non-economic students ECN 1101)

This course of applied economics helps consumers plan a budget and earmark savings for personal goals. Topics include financing and owning a home; minimizing taxes; budgeting to balance income and expenses; managing expenses such as credit-card spending; planning one’s savings, particularly for investment;

planning education and careers; determining how much insurance to buy; and retirement planning. The course shows students how to apply basic economic theory to practical problems.

ECN3081 Intermediate Microeconomics (3 Credits)

Prerequisites: ECN2103, MSC1101

This course falls between Principles of Microeconomics and Advanced Microeconomics. Topics include consumer theory, firm production and costs, decision-making under perfect competition, imperfect competition, monopoly, and oligopoly. Students can diagnose and solve microeconomic problems using the economic concepts and tools acquired in this course.

ECN3082 Intermediate Macroeconomics (3 Credits)

Prerequisites: ECN2102 and MSC1101

This course provides the theoretical background to analyze macroeconomic phenomena. Several competing theories will be introduced to discuss controversial issues of employment, inflation and government policies. Traditionally, Keynesian and Classical theories are debated in depth in this course. Theories like the Real Business Cycle Model also will be included.

ECN3083 Mathematical Economics (3 Credits)

Prerequisites: ECN2103 and MSC1101

This introductory course applies mathematical tools to optimization decisions in economics. Matrix algebra and calculus (differentiation and integration) will be briefly reviewed. The economic intuition behind various mathematical assumptions is explained. Particular emphasis is given to the unconstrained and constrained optimization techniques applied to the consumer theory, production theory (profit maximization and cost minimization), and to general equilibrium analysis. Linear modeling and linear programming are also covered.

ECN3101 World Economy (3 Credits)

Prerequisites: ECN2103 and ECN2102 (for non-economic students ECN 1101)

The purpose of this course is to enable students to understand the world economy. Students will examine classical trade theory and learn the arguments that favor free trade. The course will also introduce the arguments challenging the free-trade paradigm, including New Trade Theory, as well as contentions drawn from economic geography, location theory and other fields. The course may also consider the environment, poverty, demographics, and technological progress, depending on the preferences of the instructor and of the students. The students will learn to analyze current economic events and global economic institutions, using the economic theory developed earlier.

ECN3103 Quantitative Methods for Economics (3 Credits)

Prerequisites: MSC1101 and ECN2103 (Previously listed as MATH1104)

The course provides necessary concepts of one and multivariable calculus as well as the theory of matrices needed for mathematical economics, econometrics, and financial mathematics. The course emphasizes intuition and conceptualization, avoiding difficult proofs. The course applies these concepts to economics, business, and other social sciences.

ECN3151 Managerial Economics (3 Credits)

Prerequisites: ECN2103 and ECN2083

This course applies microeconomic theory to decision-making in business. It uses case studies extensively. Course topics include optimization techniques, estimation of demand functions, business forecasting, linear programming, oligopoly and strategic behavior, pricing techniques, risk analysis, capital budgeting, and anti-monopoly laws.

ECN3155 Money and Banking (3 Credits)

Prerequisites: ECN2102

The course begins with a review of the functions of money and of the structure of banking. It proceeds with monetary theory as a guide to changing the money supply and the interest rates. Much of the

course concerns bank regulation. To understand the functioning of banks and, more generally, of financial institutions, one must first comprehend such phenomena as market equilibrium, interest, inflation and exchange rates. Specific banking issues will be interwoven into digressions concerning macroeconomics, microeconomics and international trade. The last part of the course is about duration and convexity, which help immunize bank balance sheets against unexpected changes in interest rates.

ECN3184 Econometric Methods (3 Credits)

Prerequisites: ECN 2103, ECN 2102 and ECN2083

This course introduces regression techniques widely used in economics and finance. It discusses basic procedures for estimating equations and testing hypotheses; the use of one or more independent variables; and problems in time series or cross-sectional data (for example, a dataset of income in each Kazakhstani oblast for a given year).

ECN3189 Economy of Kazakhstan (3 Credits)

Prerequisites: ECN2102 and ECN2103

This course starts by introducing the economic history and geography of Kazakhstan and its neighbors. It then details economic development before, during and after the Soviet period. It emphasizes the stabilization and restructuring of Central Asian economies after 1991. It concludes by examining Kazakhstan's resources, sectoral composition, and international comparative advantage.

ECN3193 Project Appraisal (3 Credits)

Prerequisites: MSC1101 and ECN2103

In this course, students will be introduced with the tools used in planning and evaluation of projects. The relevant topics are: the theory of cost-benefit analysis, its application, strengths and limitations, as well as, the course will cover various other competing approaches/techniques/models of project planning and evaluation. Taking this course will help students to make feasibility study, monitoring and evaluation of economic projects.

ECN3350 Financial Economics I (3 Credits)

Prerequisites: ECN3081

This course introduces modern theories in financial economics. It applies economic analysis and the modern theory of finance to decisions of investors and firms. Topics include the selection of a portfolio that may comprise bonds and other securities; option pricing; and basic theories of efficient markets. Students will learn how to evaluate such corporate financial decisions as capital budgeting, working capital management, mergers and acquisitions, bankruptcy and corporate reorganization.

ECN3888 Professional Internship in Economics for BAE (3 Credits)

Prerequisites: Minimum 60 credits completed

This course fulfills the required internship for undergraduate students majoring in Economics. Through the internships, students will be given an opportunity to work with a for-profit or not-for-profit organization and determine alternative ways for better academic and professional planning. Under the supervision of a faculty advisor, students will gain minimum 80 hours working experience. Related readings, a daily journal, and a final report are required for the final evaluation.

ECN3888.1 Professional Internship in Economics for BAE (3 Credits)

Prerequisites: ECN3888

The continuation of Internship

ECN4085 Applied Macroeconomics (3 Credits)

Prerequisites: ECN3082

This course follows up Intermediate Macroeconomics with detailed discussions of money, inflation, employment, economic growth and technological change. It also applies the basic theory introduced in the first course to Central Asian economies.

ECN4086 Applied Microeconomics (3 Credits)

Prerequisites: ECN3081

This course follows up Intermediate Microeconomics with such advanced topics as general equilibrium theory, strategic behavior, making decisions under uncertainty, asymmetric information, public goods

and externalities. The course develops these topics with elementary mathematics.

ECN4104 Research Methods and Methodology (3 Credits)

Prerequisites: 90 Credit hours

A senior faculty member with an excellent research record will teach this course. The methods and methodology of academic research are studied, using samples of work by outstanding economists. Students are urged to develop their own ideas and projects. The course will guide the student through a substantial amount of writing, including a term paper.

ECN4111 International Finance (3 Credits)

Prerequisites: ECN3082

This course provides a deeper knowledge of the determination of foreign exchange rates and of international macro policy adjustment. This course consists of three parts: Foreign Exchange Rates, Open Economy Macroeconomics, and Real Exchange Rates. The basic models of spot exchange rates, forward exchange rates, and interest rate interactions are also developed. Topics include purchasing power parity as well as uncovered and covered interest rate parity. Economic policy in the context of open economy macroeconomic models, such as the Mundell-Fleming model, and the monetary approach to exchange rates are discussed; so is the balance of payments. Other issues, such as the optimum currency areas and issues of currency substitution are also discussed.

ECN4112 International Trade (3 Credits)

Prerequisites: ECN3081

This course discusses the determinants of trade and then examines how trade affects the distribution of real income. It presents the model of comparative advantage; the Heckscher-Ohlin model; trade barriers and their impact on social welfare; the political economy of trade barriers and their implications; and, finally, the evolution of trade organizations. At the end of the course, students should be able to evaluate the usefulness and limits of the trade theories; they should be familiar with the terms of trade, tariffs, and other barriers to trade; they should understand the international trade policy of the developed and less developed nations; and they should understand the role of the World Trade Organization.

ECN4121 Public Economics I (3 Credits)

Prerequisites: ECN3081

This class emphasizes government expenditure policy. Topics include the theory of externalities and public goods, welfare economics and income distribution, political economy and voting mechanisms, and the design and evaluation of social insurance programs.

ECN4122 Labor Economics (3 Credits)

Prerequisites: ECN3081

This course develops theoretical models for the labor market, presents related empirical research, and discusses policy applications. Topics include labor supply, labor demand, market equilibrium, compensating wage differences, investment in human capital, and cyclical unemployment. In addition, labor unions, minimum wage laws, compensation policies and productivity, wage indexation, and discrimination and equal opportunity laws may be discussed.

ECN4125 Monetary Economics (3 Credits)

Prerequisites: ECN3082

This course develops the basic analytical tools used in monetary regulations, such as money supply aggregates as well as the demand and supply of money. After developing several theories of macroeconomics, the course will analyze the effectiveness of monetary policy in various economic situations. Inflation theories will be also covered.

ECN4152 Industrial Organization (3 Credits)

Prerequisites: ECN3081

The study of Industrial Organization is important for understanding corporate behavior. The course focuses on an empirical and theoretical examination of the structure, conduct, and performance of firms and industries. Major topics include the theory of the firm; profit maximizing and growth maximizing models; price and output determination under different market structures; measures of market structure and market performance; production and cost functions; productivity growth, technical efficiency and technical change.

ECN4153 Law and Economics (3 Credits)

Prerequisites: ECN3081

This course introduces students to law making and enforcement from an economic perspective. Areas of law amenable to this treatment include contracts, torts, and property law. Topics may include rationality; motivation; moral judgment and responsibility; fairness and justice; self-control; informal social control via norms and education; formal social control via laws; and issues of identity and intergroup conflict.

ECN4154 Government and Business (3 Credits)

Prerequisites: ECN3081

This course surveys theoretical treatments of oligopoly, natural monopolies, mergers, vertical restraints, and price discrimination; and social welfare tradeoffs associated with public regulation of electrical, natural gas, cable TV, and telecommunications firms. The course analyzes real and monetary factors in the national and international economic environment; the supply of and demand for money; interest rates; stabilization problems; and the effects of government policies on businesses and individuals.

ECN4169 Economics of Less Developed Countries (3 Credits)

Prerequisites: ECN2102 Macroeconomics and ECN2103 Microeconomics

The module aims to introduce students to the problems and features of developing economies, and it is based on the modern analytical quantitative approach adopted by the main international development institutions, with an emphasis on the most recent advances in the field. The course focuses on growth models, child labor, inequality and poverty, sharecropping theory, and economics of conflict.

ECN4181 Special Topics in Economics (3 Credits)

Prerequisites: Minimum GPA 3.4 and 90 credits completed

This is a study of current topics of economic interest that are not normally covered in the curriculum. Students should discuss their special interests for this course with the Department Chair.

ECN4185 Applied Econometrics (3 Credits)

Prerequisites: ECN3184

This course applies regression methods to real-world data. It includes computer exercises.

ECN4351 Foreign Exchange Markets (3 Credits)

Prerequisites: ECN3082

The course will enable you to understand global markets for foreign exchange (forex). It emphasizes practical currency dealing, providing the skills that you need to become a forex dealer or market analyst. To learn the ropes of trading, you will play a margin trading game with an Internet demonstration account. The main topics of the course are basic analysis of forex, technical analysis of forex markets, and principles of currency dealing in Kazakhstani banks.

JOURNALISM AND MASS COMMUNICATION AREA

JMC2604 Computer Design and Editing (3 Credits)

Prerequisites: None

In this course students will learn the fundamentals of computer applications used to design and edit journalistic materials. It provides students with the skills needed to edit stories and design newspaper/magazine pages. Topics include drawing setup, drawing and editing techniques, pictorial drawing, how to master dimensions, printing, plotting, and basic 3D modeling.

JMC2605 Mass Media and Society (3 Credits)

Prerequisites: None

This course surveys how media and mass communication impact society and its economic and political development. It is designed to acquaint students with theory and research in the mass communication field. It examines the relationship between individuals and the media and explores the role of and impact of media in progressively larger social systems. (Students who have taken GED2610 Mass Communications and Society should not take this course.)

JMC2607 Ethics in Journalism (3 Credits)

Prerequisites: JMC1601

The course addresses such issues as manipulation of the news, bias, unfairness, plagiarism fabrication, conflict of interest and treating news sources respectfully. The course will help students solidify their personal values and emphasize the importance of truth, fairness and respect.

JMC2608 Introduction to Public Relations (3 Credits)

Prerequisites: None

This course is designed to provide students with introductory theoretical knowledge of public relations and beginning practical experience. It surveys the basics of the PR process and PR-related communication theories. It also introduces students to PR strategies and tactics and discusses public relations professional ethics. The course offers students an opportunity to use some of the strategies and tactics that public relations practitioners have actually used in their campaigns.

JMC2611 Introduction to International Journalism (3 Credits)

Prerequisites: None

The course provides an introduction to journalism and its role in society. Topics of exploration include: journalism and democratic society, globalization and world trends, and professional practices. Students are introduced to key concepts and issues in the field.

JMC2612 New Information Technologies (3 Credits)

Prerequisites: None

This practicum course is concerned with new information technologies and the impact they are having on journalism and related fields as well as on society at large. Students will develop critical understanding and practical skills related to network digital information technologies.

JMC3201 News Writing (3 Credits)

Prerequisites: None (Replaces BAIJ1602 Introduction to News Writing)

This course emphasizes news writing and reporting for print media. The course covers news values, basic news reporting skills, news story structure, AP style, and grammar and usage, and basic news reporting skills. Students will learn how to write news stories on a variety of subjects and issues. The course also examines ethical and legal issues related to the practice of journalism.

JMC3211 Editing (3 Credits)

Prerequisites: None (Replaces BAIJ1603 Beginning Editing)

This course acquaints students with the philosophy of news editing and gives them extensive practice in the skills required. It covers big-picture editing – whether a story is well organized, whether information is missing that makes a story incomplete, whether the tone of the story is appropriate and so on. It also covers small-picture editing – paragraph transitions, grammar, spelling, punctuation and the like.

JMC3605 Political Communication (3 Credits)

Prerequisites: None

This course covers the development and techniques of modern political communication. It examines how politicians or government officials can best frame issues to get other officials and the public to buy into their views. It also looks at the importance of communication in a political campaign – and how best to communicate to win or hold office. Finally, because so much of the crafting of political communication is based on polling, it looks at how political polling is done and how important it is.

JMC3606 Press Law in Kazakhstan (3 Credits)

Prerequisites: JMC1601

The course introduces students to the core underpinnings of the Kazakhstani legal system by providing students with an introduction to civil, criminal and press law in Kazakhstan. It is designed to help journalists and other communication professionals understand their rights and responsibilities as mass media professionals.

**JMC3608 Journalism of Kazakhstan and CIS
(3 Credits)**

Prerequisites: None

The purpose of this course is to examine news media in Kazakhstan and other CIS countries, including regional problems that relate to journalism. The course surveys different media outlets in Kazakhstan, examines their specifics and introduces their types.

**JMC3609 Principles of Media Management
(3 Credits)**

Prerequisites: None

This course introduces the basic principles of media management. It reviews the organization of radio, TV, magazine and newspaper enterprises. It also deals with case studies of media organizations.

JMC3610 News and Economics (3 Credits)

Prerequisites: None

This course introduces students to financial news writing. It examines the fundamentals of economics along with the necessary skills required to write news stories on a variety of business and economics-related issues.

JMC3611 Internship 1 (3 Credits)

Prerequisites: JMC1601

This course will help students to develop marketable skills, which they can later apply in a professional setting, and begin career networking. The department, together with the internship supervisor, will evaluate students' performance. Course may be retaken for credit with departmental permission.

JMC3612 Internship 2 (3 Credits)

Prerequisites: JMC3611

This course offers additional training in the student's chosen field. Students may continue a previous internship or choose a new field of study. The course is designed to provide hands-on knowledge of the field and provide the opportunity to network.

**JMC3615 Writing for Russian Language Media
(3 Credits)**

Prerequisites: None

This course is designed to develop help students apply skills in writing for media in the Russian language. Students will study the language of mass media and access a range of sources in the Russian-language media. The material of the course includes understanding themes and vocabulary of mass media and applying principles of Western style media writing in a Russian language environment. The course will focus on practical written assignments designed to build students' competence in writing professionally in Russian in order to prepare them for entering the local media workforce.

JMC/IRL3621 International Relations and Journalism (3 credits)

Prerequisites: IRL2512

This course uses inter-disciplinary approach to explore the role of journalism in international relations. It introduces the theories of international politics and mass communication. The course teaches students to analyze the role of the media in politics and its impact on foreign policy.

JMC3622 Print Journalism (3 credits)

Prerequisites: JMC3201

This course covers newspapers and magazine writing. It introduces students to the writing, editing, layout, and production of magazines and newspapers. The course also teaches students the fundamentals of newsgathering, news writing, interviewing techniques, news editing and design.

JMC3623 Broadcast Journalism (3 Credits)

Prerequisites: JMC3201

This course provides students with theoretical and practical knowledge of television production. It examines gathering, evaluating, writing, and delivering broadcast news copy. The emphasis for the course is on writing broadcast news. The course teaches students to write news stories that are accurate, clear, interesting, and concise.

JMC3624 Global Issues in the Press (3 Credits)

Prerequisites: None

The course surveys major issues in international journalism and communication and focuses on press systems around the world. It covers freedom of the press and restrictions against press performance, news flow and control of global information, as well as the New World Information and Communication Order debate.

JMC4201 Advanced News Writing (3 Credits)

Prerequisites: JMC3201 (Previously listed as BAII2601)

This course will offer instruction in advanced news writing techniques for newspapers and magazines; these include feature articles, investigative pieces and coverage of government, including speeches by officials and meetings of government agencies. Students will travel off-campus to cover news events.

JMC4209 Public Relations Management and Strategies (3 Credits)

Prerequisites: JMC2608

The course examines the management function of PR, the process of research, planning, communication and evaluation in the field. During the course, students discuss both real and hypothetical PR cases. The course provides students with knowledge and skills to develop strategic communication plans using public relations techniques and tools. It discusses the specifics of different types of PR such as business, non-profit and government, among others.

JMC4601 Advertising and Media Sales (3 credits)

Prerequisites: None

This course examines advertising and promotional principles and their application in mass marketing. It also analyzes advertising media and the preparation of advertising campaigns. Case studies of advertising production will be examined and students will receive hands-on experience.

JMC4611 Professional Projects (3 Credits)

Prerequisites: Permission of Instructor

Students will complete newspaper, TV/Radio or PR projects under supervision of an instructor

from the Department of Journalism and Mass Communication. To enroll in the course students must obtain permission from the department as well as the professor with whom they will work. Students must have senior standing in the journalism/mass communication program.

JMC4612 Online Journalism 1: Digital Information Production (3 Credits)

Prerequisites: None

This practicum course develops capacities and knowledge essential to anyone entering journalism, public relations and related fields. Students will learn a variety of skills for gathering and presenting digital information including text, images, audio, and video. (This course is distinct from JMC3602 Online Journalism. Students who have previously taken JMC3602 may enroll in JMC4612.)

JMC4613 Online Journalism 2: Online Publication Management (3 Credits)

Prerequisites: none

This practicum course introduces students to planning, designing, creating, and managing a complex news or informational website using an advanced content management system. Students will produce an online publication with multi-media content. (This course replaces JMC3602 Online Journalism. Students who have taken that course should not enroll in JMC4613, but may enroll in JMC 4612.)

JMC4614 Media Analysis (3 Credits)

Prerequisites: None

This course demonstrates how and why to analyze a wide range of media materials. Students will use a variety of media analysis techniques to investigate the production of media messages.

JMC4615 Online Interactive, Multimedia Technologies (3 Credits)

Prerequisites: None

This course introduces students to online interactive, multimedia technologies including learning management, conferencing, video sharing, social networking multimedia, video creation and editing, and viral marketing.

JMC4630 Public Relations Writing (3 Credits)

Prerequisites: None

This course is designed to provide students with introductory theoretical knowledge of public relations and beginning practical experience. It surveys the basics of the PR process and PR-related communication theories. It also introduces students to PR strategies and tactics, and it discusses public relations professional ethics. The course offers students an opportunity to practice some of the strategies and tactics that public relations practitioners have actually used in their campaigns.

JMC4690 Special Topics in Journalism and Communication (3 credits)

Prerequisites: JMC1601 (and others as specified) (Previously listed as BAIJ3601)

Generally taught in seminar format, the theme of this course will vary depending upon faculty expertise, departmental priorities and student needs. The course can be repeated for credit if the topic changes.

PUBLIC ADMINISTRATION AREA

(formerly PA, PMG, PAMNG, NMG, PANRM, PPA, HPA, PAFIN and FMG)

(PAF courses follow)

PAD2111 Fundamentals of Public Administration (3 Credits)

Prerequisites: None

Replaces PA1513 Introduction to Public Administration

The course provides students with basic concepts and models of public administration. It covers basic theories of public administration, some issues of public policy analysis, and certain tools of new public administration.

PAD3113 Quantitative Data Analysis (3 Credits)

Prerequisites: None

Previously listed as PAD2113

The course focuses on quantitative principles and

techniques of decision making and their application in public management, public administration and public policy analysis. The problems analyzed include frequency distribution, sampling techniques, and measures of central tendency, probability, variability, regression, measures of association, correlation, and various other applied quantitative measures. The course is designed for students with little or no background in mathematics: it does not focus on derivations and proofs, but rather on understanding the uses and interpretations of statistics as tools for data analysis. A second objective of the course is to introduce students to the utility of computer packages for statistical analysis.

PAD3116 Methods of Social Research (3 Credits)

Prerequisites: None

Previously listed as PAD2502

This is a basic foundation course designed to instruct students in methodological concepts of academic work. The course will provide students with an understanding of how researchers must operate at different stages in their projects simultaneously, how to understand academic problems, and how to manage the complexity this process entails.

PAD3115 Professional Internship in Public Administration I (3 credits)

Prerequisite: PAD2111

Internships are aimed at practical application of public administration studies, development of professional skills and acquiring work experience. They are available in a wide range of public agencies and non-profit organizations. These high quality professional internships are tailored to suit your needs whether it is a requirement for the University, a desire to experience another culture, broaden your horizons or expand your career opportunities.

PAD3115.1 Professional Internship in Public Administration II (3 credits)

Prerequisite: PAD3115

Supervised work experience in a wide range of public agencies and non-profit organizations. Public administration internships are arranged and managed based upon an assumption that students have certain theoretical, analytical, and applied skills acquired from successful completion of formal course work and professional internship I.

PAD3522 Decision Making (3 Credits)

Prerequisite: PAD2111

Previously listed as PMG3522

This course presents decision-making as a crucial part of strategic management. The course is intended to explain that decision-making is a complex process that involves understanding of constituent components. These components are presented in a logical sequence to students, together with analytical tools for decision-making. Decision-making pervades the entire administrative organization and planning process.

PAD3523 Human Resource Management (3 Credits)

Prerequisite: PAD2111

Previously listed as PMG3523

The purpose of this course is to provide students with an understanding of the principles and functions of human resources management and of personnel administration. It also reviews how organizations do or can deal with human resource management issues. Studying the ways that HRM issues are handled can help students who will be tomorrow's managers be better prepared to create policies and procedures that will ensure effective use of human resources in organizations.

PAD3524 Leadership and Management (3 Credits)

Prerequisite: PAD2111

Previously listed as PMG3524

The course's main objective is to help students develop personal leadership skills necessary in a challenging and fast-changing environment. The course combines both theoretical foundations and practical exercises on self-management, managing and building relationship with other people, and essentials of managing organizations.

PAD3533 Organization Theory and Design for Public Organizations (3 credits)

Prerequisite: PAD2111

Previously listed as PMG3533

This course is meant for students of public administration. This course focuses on the classical

and modern aspects of organizations and the role of managers as leaders and facilitators of change. It aims to provide students with theoretical concepts and knowledge relevant to organizational design and management issues as well as opportunities to apply theories and knowledge to future organizational settings. This course deals with various perspectives on organizations, including a structural frame, human resource frame, political frame and symbolic frame.

PAD3536 Organizational Behavior for Public Organizations (3 credits)

Prerequisite: PAD2111

Previously listed as PMG3536

This course is meant for students of public administration. This course will introduce students to the major concepts of organization theory and behavior. The course examines various theories developed in an attempt to explain and predict employee behavior in an organizational context. The primary focus of organizational behavior is leadership and decision making skills in an intercultural environment, power, job satisfaction, and motivation. The overall objective of this course is the development of skills and knowledge that will allow students to contribute in the managing of effective behavior in organizations.

PAD3540 Governance and Development (3 Credits)

Prerequisite: PAD2111

Previously listed as PPA3540

Radical global transformations are underway in industrial structures, business activities, production systems, and a new development ideology. To adapt to these diverse changes, developing countries must reconstruct their development policies. Development policies need a new vision of governance to harmonize global movements and diverse socioeconomic activities. The course is primarily aimed at introducing the students to the theoretical foundations of development and governance by acquainting them with the key schools of thought, debates, approaches, and issues. The focus is on bridging theoretical discourses with practical examples and learning. By the end of the course students are expected to develop a broad-based understanding of the key concepts, contexts, issues, and challenges surrounding the theoretical and

practical discourses of development and governance both globally and nationally.

PAD3541 Natural Resource Management (3 Credits)

Prerequisite: PAD2111

Previously listed as NMG3541

This course is intended to provide students with critical frameworks for understanding problems in natural resource decision-making and use. An interdisciplinary approach to managing natural resources will be developed that will allow students to assess and utilize the types of information, expertise, and value-judgments that need to be considered in reaching a decision. Historical and current examples of resource use will be employed in order to reinforce the learning process. Essay topics of the students' choice may be Kazakh or international.

PAD3542 Public Policy Analysis (3 Credits)

Prerequisite: PAD2111

Previously listed as PPA3542

This course presents a multi-disciplinary, multi-theoretical approach to understanding public policies in different areas such as health care, education, social welfare, crime, defense, environment, and economic and tax policy. The course will focus on a systematic analysis of public policy alternatives, factors, and processes involved in policy development. It will also examine questions about the content of governmental decisions, the factors that cause different policy-outputs, and the consequences of various governmental decisions.

PAD3543 Urban Development (3 credits)

Prerequisite: PAD2111

Previously listed as PPA3543

This course provides an overview of politics and policy-making for large cities and metropolitan areas. It dwells upon such issues as governmental strategies of reform; land-use planning and regulation; management and social impact of growth; transportation and the environment; citizen participation and development of local democratic institutions.

PAD3546 Comparative Educational Policy and Systems Design (3 Credits)

Prerequisite: PAD3542

Previously listed as PPA3546

The purpose of this course is to enable public policy and teacher candidates to think critically about education as a social institution. The course may be useful for public policy designers, teachers, educational administrators, workers in international institutions, workers in science and industrial policy, consultants in vocational and human resource development or retraining, and for social reformers. The course focuses on Western Europe and North America, the CIS and Eastern Europe, and Central Asia.

PAD3547 Social Policy in Transition Countries (3 Credits)

Prerequisite: PAD3542

Previously listed as PPA3547

The goal of the course is to provide students with an understanding of social issues involved in the transition from a centrally planned to a market economy. The course equips students with skills in analyzing the process of social policy formation and in evaluating current social policy conditions in transition economies, and gives them knowledge of the steps needed to move from an authoritarian to a civil society

PAD3548 Health Care Policy (3 Credits)

Prerequisite: PAD3542

Previously listed as PPA3548

This course is designed to instill an understanding of major health care policymaking and related issues. The course emphasizes history/background; the physical, social, and economic environment; the policy process; and the political marketplace of contemporary Kazakhstan health care policies.

PAD4003 Public Policy of Kazakhstan (3 Credits)

Prerequisite: PAD 3542

This course begins with a discussion of social prerequisites for and governmental strategies of national development, with reference to managerial versus liberal modernizing approaches. Reference is

made to the historical, economic, and social origins of public policies in Kazakhstan. The course then proceeds to an examination of the main challenges of national consolidation and institutional development facing the country.

Students will have the opportunity to work on a variety of topics such as nation-building, culture, and immigration policy; development of the public service; science, education, and labour policy; industrial and agricultural policy; information, broadcasting, and media; WTO accession, or other topics, depending on students' interests and agreement with the instructor.

PAD4441 Oil and Gas Policy (3 Credits)

Prerequisites: PAD2111

Previously listed as NMG4541

The course will examine the role of oil and gas in politics, including the types of regimes in which oil figures prominently, and will examine the ways in which government policies affect economic growth in these industries.

The course will pay special attention to the role of OPEC in world affairs, and to the growing influence of newly emerged oil powers, including the Caspian Sea region and Republic of Kazakhstan.

PAD4442 Comparative Public Administration (3 credits)

Prerequisite: PAD2111

This course introduces students to the comparative aspects of contemporary public administration systems in a selected set of countries. Examples will be drawn from Continental-European, Anglo-Saxon and Asian models of public administration systems. Students will explore how various countries (developed, developing, and transitional) deal with multiple dichotomies in their respective public administrations: theory and practice, efficiency and fairness, secrecy and openness, and the most famous of all, politics and administration. Students will learn about various degrees of impact that politics, economics, culture and environment may have on the functioning of public administration institutions on central and local levels as well as on the relationships between politicians and bureaucrats.

PAD4443 Public Management (3 credits)

Prerequisite: PAD2111

The course aims to expose participants to current trends and developments in public management theory and practice and to teach students about public organizations and the challenges facing contemporary public managers. It explores new approaches and attempts to reform administration and management in government. We will learn about the evolution of the field of public administration, the way that public organizations differ from private organizations, how the "reinventing government" movement has affected public management and spawned counter-movements, and how public managers interact with other actors and institutions in the political process. There will be a specific focus on state and local government in Kazakhstan.

PAD4520 Program Evaluation (3 Credits)

Prerequisite: PAD2111

Previously listed as PMG4520

The course is organized to provide students with an overview of the tools and techniques used to measure the activities, characteristics, effectiveness and efficiency of programs targeted towards specific populations. The primary objective of program evaluation is to provide feedback to decision-makers and other stakeholders, in order to determine whether a particular program is achieving desired outcomes at a reasonable cost. Students will be exposed to evaluation strategies and issues related to evaluation design. Students will develop and conduct a professional project evaluation of existing national and international projects in Almaty, including initiatives undertaken by different international organizations and local NGOs. Project evaluations will be conducted in groups of 3-4 students. Students will be accompanied and supervised throughout all stages of the evaluation process. No previous experience with evaluation research and empirical or qualitative data analysis is required.

PAD4521 Current Issues in Public Management

Prerequisite: PAD2111

Previously listed as PMG4521

This course discusses government reform and modernization efforts across the world. It deals with the most common areas in need of reform and innovation

such as civil service, regulation, service delivery, and corruption control. It looks at innovations that involve the use of information technology, performance management, and competition to improve the effectiveness and efficiency of government. Many concepts now in use in public sector management borrowed from the private sector. How they apply and conceptualize in a public sector context is an important part of this course.

PAF4534 Public Budgeting (3 credits)

Prerequisite: PAF 3511

This course is concerned with the practice of public agency budgeting in the decision making process and its impact on policy making. It will introduce participants to significant features of government budgeting topics, such as the role of budgeting in resource allocation, information and control, and various budget formats. Other topics include the budget cycle, the role of budgeting in enhancing social equity, budget analysis methodology, and introduction to theories of budgeting.

PAF4535 Public Sector Auditing (3 credits)

Prerequisite: PAF 3511

The course introduces participants to the concepts and practices of performance auditing/assessment. Students will be provided with the knowledge and skills to determine whether a public organization is managing and utilizing its resources efficiently. They will be able to identify the causes of inefficiencies in public organizations and determine whether an agency has considered alternatives that might yield desired results at lower costs. Other topics include economy and efficiency assessments, effectiveness assessments, and introduction to financial auditing.

PAF4536 Project Appraisal and Management (3 credits)

Prerequisite: PAF3511

The main aim of this course is to provide an introduction to elementary techniques in project financial and economic analysis and their application to a range of public sector investment projects at different scales. During the course, agricultural, industrial and infrastructural projects will be considered with the emphasis upon practical decision-making with limited

information and in the context of public goals and objectives.

PAD4541 Gender and Public Policy (3 Credits)

Prerequisite: PAD 2111

Previously listed as PPA4541

The course looks at the negative and positive effects of public policy on gender relations in the family and the labor market. The reasons for gender differences in economic outcomes are discussed. Policies to promote gender equity are considered. The first part of the course focuses on the labor market and the gender wage gap. The second part of the course examines the family, with a particular focus on intra-household resource allocation. The final part of the course considers macro-economic issues. The course takes a comparative perspective on gender inequality in the labor market, drawing insights from developed, transitional, and developing countries.

PAD4542 Current Issues in Public Policy and Administration (3 Credits)

Prerequisite: PAD3542

Previously listed as PPA4542

This course provides a scholarly perspective on public policy and administration that covers major theories associated with the field and the political, social, and economic context within which they are developed. The course will make a strong connection between the students' professional development and a body of knowledge based on major theories and concepts of public policy and administration.

PAD4553 Local Government (3 Credits)

Prerequisite: PAD2111

Previously listed as PMG4553

The course is designed to provide students with an understanding of the political, institutional, and legal framework of local government activities. Students will be introduced to the concept of power decentralization. The focus will be on the process of decentralization in Kazakhstan, with regard to particular problems and constraints that local governments encounter.

PAD4556 Senior Research Project (6 Credits)

Prerequisites: Senior level standing

This is a 6-credit course offered as an alternative to the Internship in Public Administration. The course may be done within any career track or major area, but must cover some topics in Kazakhstan public administration or public policy, or a topic concerning the operation of a private business or NGO in Kazakhstan. The main purpose of the course is to familiarize students how to apply concepts of public and private organizational design and functioning - and to do so in some depth, culminating in a research paper of 35-40 pages of text. The student will go through the supervised steps of selecting, justifying, and focusing a topic and will use evidence and methods of research appropriate to his/her project. The course is conducted under the supervision a faculty member chosen in agreement by the student and PA Department. It ends with the student's oral presentation of the project before a committee of PA faculty.

PAF3511 Fundamentals of Public Financial Management (3 Credits)

Prerequisite: PAD2111

Replaces FMG2511 Introduction to Financial Management

This course provides students with a conceptual understanding of the financial decision-making process made in public sector enterprises. With a focus on the big canvass, the course provides a foundation to financial decision-making rooted in current financial theory and in the present state of world economic conditions. The goal of this course is not merely to teach a discipline or trade but also enable students to understand what is learned and yet unforeseen problems—in short, to educate students in public financial management issues such as administration and management of Government's financial affairs, allocation, investment, control of public funds, and public budgeting.

PAF3531 Public Finance (3 Credits)

Prerequisite: PAD2111

This course will examine economics of the public sector. It emphasizes government budget influences on distribution, resource allocation, stability, growth, expenditure, budgeting, and public choice. It will also study public goods, externalities, and social insurance.

Students will use models to analyze real-world problems and programs.

PAF3532 Government and Business (3 Credits)

Prerequisite: PAD 2111

The course focuses on the role of government for supporting and enhancing private entrepreneurship. This includes identifying the industries in which government production of goods and services is necessary and industries in which government is not normally involved, and why. Topics also include ways and forms of government regulation of private business, antitrust policy and promotion of competition. Students will do case studies illustrating the rationale for government intervention in different sectors of the economy and will discuss the public policy toward development of private business.

PAF3534 Taxation and Spending in Selected Countries (3 Credits)

Prerequisites: PAD 2511, ECN2103 (or ECN1101)

This course will study both the theories of taxation and how various taxation concepts and approaches are used in different countries around the world. Some topics will focus on alternative ways of generating revenue, and how successful government is in doing this. Other topics will examine government spending programs in areas such as social insurance, education, and health care. Students will study the success and difficulties in implementation of different tax structures in different countries, including the United States, Canada, Kazakhstan, and other Central Asian countries.

PAF4531 Investment Management (3 Credits)

Prerequisite: PAF3511

Theory and practice of investment decisions of individuals and fund managers. Topics include capital market theory and the efficient market hypothesis literature. Standard institutional and investment analysis topics and international investment topics are also covered.

PAF4532 Current Topics in Public Financial Management (3 Credits)

Prerequisite: PAF3511

Examination of public financial management topics currently being discussed in the media, and development of advanced analytical skills in those areas. Topics will change depending on the global environment and the implications of government decisions on global financial and economic issues.

PAF4533 Financial Management in Public Sector (3 Credits)

Prerequisite: PAF3511

In this course students will study theory and practice of financial management in public and private organizations. Analysis of financial statements, pro forma statements, cost of capital, risk and return, capital budgeting, and other indicators of financial performance will be studied. Also, attention will be paid to socioeconomic aspects of financial management. Case studies may be employed where applicable.

INTERNATIONAL RELATIONS AND REGIONAL STUDIES AREA

Description of Program Required Courses

POL2511 Fundamentals of Political Science

Prerequisites: None

This course is a prerequisite for: All program courses with the exception of IRL2512

This is a basic survey course of the major concepts, theories and methodologies in Political Science designed to provide students with a basic foundation in the discipline. The course will focus on theoretical as well as practical applications of Political Science.

IRL2512 Fundamentals of International Relations

Prerequisites: None

This course is a prerequisite for: All program courses with the exception of POL2511

This is an introductory course designed to acquaint students with the various theories and concepts used in the field. This course will examine and analyze the emergence and evolution of the modern world-system, its nature and characteristics as well as the emerging issues and challenges faced by the world today. The focus will be also roles and functions of states, non-state actors and institutions. The course is not only designed and developed for students in Political Science and IR but it will also fulfill the needs and interests of students from other disciplines.

IRL3520: Foreign Policy of Kazakhstan

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an advanced survey course on Kazakhstan's foreign policy making since 1991. Special emphasis will be given to the impact of the Soviet legacy on Kazakhstan's foreign policy and the present relationships between Kazakhstan and the West. Other topics include the Kazakhstan's present role in the War on Terror and regional security.

IRL3521 Theories of International Relations

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This a basic course on theories of international relations. The purpose of this course is to acquaint students with the historical evolution of the theories of IR and to focus on various theories, concepts, approaches and methodologies used in the field. Instead of focusing on any particular group of theories, this course will critically review and analyze all theories: old and new, traditional and modern. Recent theories like feminist theories, post-modernist theories, globalist theories, ecological theories will also be discussed here.

IRL3523 International Political Economy

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

The main objective of this course is to introduce students to the field of International Political Economy and to discuss the scope boundary and methodologies used in the study of IPE. Students will critically examine and analyze major international economic processes and institutions, such as international monetary and financial organization, globalization of production and distribution, international trade and investment, development, dependency and foreign aid.

IRL4527 Ethics in International Affairs

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

The course presents students a normative approach centered on ethics for studying international affairs. The main purpose of this course is to acquaint students with the moral dilemmas that political leaders, activists and citizens have to face in a globalized world. The theoretical approach is combined with case studies in fields such as just war theory, conflict and reconciliation, humanitarian intervention and the responsibility to protect, sovereignty and social justice, and environmental and technological challenges in the international arena.

IRL4590 Undergraduate Seminar in International Relations

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This seminar course is designed to offer students an opportunity to apply their theoretical knowledge to a specific issue in international relations. Students will participate in ongoing research projects headed by individual faculty members. Topics will vary every time the course is offered, and may include issues in bilateral relations, international security, international political economy and the international legal order.

POL3512 Comparative Politics

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an introductory course in the field of Comparative Politics. The course will acquaint

students with various paradigms in the field, while also offering practical case studies to illustrate different political orientations of nation states and regions.

POL3534 Social and Political Theory

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course provides a historical background to the development of social and political thought in European and Asian civilizations from antiquity to the present day. Readings from primary sources, such as Plato, Aristotle, Confucius, the Dhammapada, Augustine, al Farabi, ibnKhalidoun, Aquinas, Machiavelli, as well as modern thinkers from Hobbes to the post-moderns will help students to comprehend the theoretical underpinnings of research on political systems, political economy, social hierarchy and comparative civilizations.

POL4590 Undergraduate Seminar in Comparative Politics

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This seminar course is designed to offer students an opportunity to apply their theoretical knowledge to a specific issue in regional studies. Students will participate in ongoing research projects headed by individual faculty members. Topics will vary every time the course is offered, and may include issues in regional integration, emergency powers, human rights, or comparative civilizations.

IRL4597 Professional Internship in International Relations

Students will engage in a supervised internship with a consulate, NGO, private company or other agency. A program of study and activities is collaboratively designed by the students' advisor and the participating agency. In the past, departmental internships have been pursued at the Foreign Ministry, US and UK consulates, the UN, the OSCE, and the EurAsEC. Students may either extend their original internship to cover two semesters, or they may select two distinct professional internships covering one semester each.

POL4597 Professional Internship in Comparative Politics

Students will engage in a supervised internship with

a consulate, NGO, private company or other agency. A program of study and activities is collaboratively designed by the students' advisor and the participating agency. In the past, departmental internships have been pursued at the OSCE, and the EurAsEC. Students may either extend their original internship to cover two semesters, or they may select two distinct professional internships covering one semester each.

Description of Major Elective Courses

IRL3516 Terrorism and Security

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course studies the origins and nature of contemporary terrorism, terrorist groups: tactics and trends on the world-wide scale starting from the ancient times to the present. It examines threats and challenges posed by the terrorist groups to state security and to the security of the international system.

IRL3522 History of US Foreign Policy

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an advanced course on American foreign policy since the birth of the Republic to the modern era. This course will focus on American foreign policy as a whole, but will also give special attention to present-day American foreign policy, American-Kazakhstan relations in particular.

IR3524 Global Security and International Conflict Resolution

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

Since the end of the Cold War, multiple conflicts, both global and regional in nature, have seriously undermined and threatened world security. This course will study and analyze the roots and causes of modern conflicts and their effects and implications for international peace and security in Central Asia.

IRL3525 Understanding Global Crisis

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

The purpose of this course is to develop a broad understanding of the roots of the contemporary financial and economic crisis, and to sketch its possible outcomes in the short, medium and long-term future. Our approach will be historical and multidisciplinary, in order to give a general and integrated picture of economic, political, social and cultural components of the crisis and thereby to help students shape their subsequent academic, professional and personal choices. To this end, we will successively examine the implosion of the housing, energy, and credit bubbles, the collapse of the global financial system, the crisis of globalization, the interstate system, neoliberal ideology, US hegemony, capitalism, and Western dominance. At the conclusion of the course, we will implement multiple national and ideological perspectives, so as to gain a balanced and unbiased understanding of the crisis and its consequences, and to lay out several trajectories, including a possible return to globalism, regionalism, and deepening chaos and autarky.

IRL3529 Identity and the Politics of Security

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

Traditional Security Studies have been concerned with physical battles, casualties and control over territories. "Territorial rule" that is at the heart of traditional security studies gives two options to minorities: to split from the dominant group or to assimilate. Both of them proved to be disastrous for humankind. This course, explores issues of 'liberal sensibility' to conceptualize security as justice replicated in policies towards minority protection outside of these two ugly options. The course is divided into three parts. The first part is devoted to the introduction of key concepts: identity, power and minority. The second part asks the question of what should be protected and looks at various multicultural conflicts, like religion, gender, ethnicity, and cultural imperialism. In the last part the course tries to answer the question of how minorities should be protected by describing the rights-based approaches, like Politics of Difference and Politics of Universality. Specifically, it will focus on issues of 3Rs: Recognition, Redistribution and Representation.

IRL3536 The Cold War

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course examines the key phases of the cold war and assesses rival interpretations of the causes and consequences of the conflict. The course will adopt a chronological and thematic approach to the Cold War. We will also devote particular weeks to look in more detail at specific themes such as the Vietnam War, the Cuban Missiles Crisis, and the impact of the Cold War on civilian populations.

IRL3537 Russian Foreign Policy

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an advanced course on the formation and development of Russian foreign policy from Ancient Russia to the modern era. This course will focus on Russian foreign policy as a whole, but will put special emphasis on present-day Russian foreign policy-making, and Russia-Kazakhstan relations in particular.

IRL3538 Chinese Foreign Policy

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an advanced course on foreign policy making in China since the formation of the Chinese State to the modern era. This course will focus on Chinese foreign policy as a whole, but will also give special attention to present-day Chinese foreign relations, and in particular China-Kazakhstan relations.

IRL3539 History of Diplomacy from 1648 to 1815

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an advanced survey course on the development of modern international relations in Europe from the inception of the Westphalia System to the rise and fall of Napoleon. Special emphasis will be placed upon the role of history in shaping the modern international system.

IRL3540 History of Diplomacy from 1815 to 1945

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course task is to give to the students the history of European affairs beginning from 1815 from the point of Europe international relations. Among the main problems of the course are: the XIX century history could be explained by “congress system”, middle class discontent that caused revolutions of 1848: Napoleon III “overthrew” the Second Republic and his regaining the Russian friendship by the Reinsurance Treaty; Bismarck unification of Germany and Polish policy of Russia in 1863, Crimean War and causes of it; Anglo-Japanese alliance of 1902 and a decade of anarchy existed in international affairs before the World War I and the settlement of 1919 that “balkanized” Central and Eastern Europe. The new “Versailles-Washington” system established in 1919-20-s led to paradoxical results – intensification of the tensions between defeated and victorious countries which finally broke a peace and led to World War II.

IRL3544 Diplomatic and Consular Service

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course covers theoretical and practical problems and issues of diplomacy, organization and functioning of diplomatic and consular services in Kazakhstan. This course will also discuss and debate the process and mechanisms of foreign policy decision-making in Kazakhstan and the forms and methods of their realizations.

IRL3545 Diplomatic Protocol and Documents

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course instructs students in diplomatic protocol in the context of preparing them for diplomatic service. Diplomatic privileges and immunities, the presentation of the credentials of diplomatic representatives, the protocol of diplomatic correspondence, diplomatic receptions, personal visits and conversations, international courtesy, the structure of staff protocol and the personal activity of diplomatic representation abroad will be covered. Various kinds of diplomatic documents will also be examined.

IRL3546 Selected Topics in International Relations

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course examines various topics of international relations. Topics vary according to the interests of students and instructors.

IRL3562 Strategic Communications in International Affairs

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course is about international relations and effective communications. In general all the relations have certain aspect of communications. We will look to the basic laws and concepts of logic and rhetoric and then apply it to international treaties and conventions. In particular we will look at theoretical frameworks behind the communications in International Relations and how to employ them in order to reach the targeted audience and goals.

IRL4512 Central Asia in Global Politics

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course brings together studies of post-colonial, post-Cold War interactions between state and non-state actors. The unanticipated collapse of the USSR initiated a profound crisis in the theory of international relations. The Cold War is rapidly moving into history. The post-Cold War interregnum seems to have come to an end on September 11, 2001. What theory is out there to help us comprehend incisive change in international affairs? We will use elements borrowed from political realism and constructivism to analyze change underway in one particular region: Central Asia. The objective of the course is to provide greater comprehension of the nature of the post-colonial ‘Great Game’ underway in that part of the world and to relate that game to the transformation in Central Asia.

IRL4521 Petro Politics

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course examines the geopolitics of energy in the Caspian Sea region. The subject is a broad, complex

one that is constantly shifting and evolving even as policymakers try to manage and influence affairs from day to day. The emergence of independent states in the Caspian Sea region has created a new environment of great importance to the world. The region’s geopolitical position between Europe, the Persian Gulf, and Asia, and its unresolved ethnic conflicts have made it both a magnet and potential flashpoint for its neighbors, including Russia, Turkey and Iran. Also, the Caspian Sea is the energy world’s latest frontier. The development of Caspian energy resources and their transportation to international markets is one of the most controversial and pressing issues in the post-Cold War era.

IRL4522 Central Asia - United States Relations

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an advanced survey course on the development of Central Asia - US relations since 1991 to the present. We will consider the interests that determine foreign policies of Central Asian states and that of the United States in the region, perceptions and decision-making processes, and the broader geopolitical context of Central Asia - US relations (with the focus on Russia, China, Afghanistan, Iran, and EU). A broad variety of topics will be discussed: American contribution to Kazakhstan's denuclearization, investments in the energy sector, development assistance, military bases in Central Asia, cultural influence, and others.

IRL4524 Russian-United States Relations

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course will focus on the origin and development of Russian-American relations from the 18th century to the present. Special emphasis will be placed upon the recent changes in Russian-American relations.

IRL4525 Asian Security: Theory and Practice

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

The main goals of the course are to give a brief introduction to the field of security studies and its current debates and to apply this theoretical knowledge to the study of Asian security at different levels of analysis: national, regional and global. The discussion

of key issues in each region (Northeast Asia, Southeast Asia, South Asia and Central Asia) will be combined with the in-depth consideration of various aspects of security: military (including nuclear), political, economic, environmental and societal security.

IRL4526 Comparative Foreign Policy

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course centers on the foreign policies of states, and more specifically, on the various factors that produce these policies. It is not an easy task to analyze policy “outputs”. The complexity of the matrix makes clear that we cannot attribute the adoption of one foreign policy rather than another to any single factor. Clearly, the interactions between and among all the various sources of “input” makes any such analysis that much more difficult. Nevertheless, it is possible to discern patterns in policy process and the broad outlines of policy goals, and this is what will be accomplished in this course. In this task we will be aided by the use of “case studies” and foreign policy profiles of selected countries.

IRL4528 Central Asia-Russia Relations

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This is an advanced course on the development of relations between Russia and Central Asia from the 18th century to the present. Special emphasis will be given to the development of Central Asia-Russia relations since the collapse of the Soviet Union.

IRL/POL4520 Domestic Politics and Foreign Policy in the Post-Communist World

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course focuses on the domestic politics and foreign policies of post-communist states. In particular, it will examine the transition that has taken place in the former USSR during the last two decades. Students will be required to analyze the myriad of challenges facing the post-communist sphere in the political, cultural, social and economic spheres. Special emphasis will be placed upon the international relations between the new states of the former USSR and the rest of the world.

IRL/POL4530 Middle East Politics

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

A survey of the twentieth and twenty-first century political history of the Middle East and its regional issues, such as the Palestinian-Israeli conflict, ethnic and religious nationalism, the geopolitics of oil, the two Western wars in Iraq, and both Western and Islamic alliances. This course will also compare the governments and political ideologies of the Middle East region, focusing on social and institutional structures and development issues. Concepts and ideologies like Arabism, Islam, modernization, and the nature of states and political systems will be studied.

IRL/POL4535 Government and Politics in Europe

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

European politics has never been so topical and exciting. With the end of the Cold War division of Europe into East and West, Europe is uniting under the umbrella of the European Union and is moving ahead with a unique experiment whereby European law supersedes national law and a single European currency is used. Despite the erosion of traditional cultural and political boundaries, it remains vital to understand the national politics of European states. The purpose of this course is to offer students an informed and accessible overview of European government and politics. During the semester, we will examine the themes, debates, developments, and structures within selected states and regions. The phenomenal growth of the European Union in power and membership shall also be discussed. A variety of case studies will be examined including the major powers (like Germany and Britain), small powers (like Ireland and the Scandinavian states), and the new democracies of Eastern Europe (like Poland and Latvia).

POL/IRL3515 Political Geography

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course provides an introduction to political geography, the study of the location, distribution, and interaction between political units in the world. The

world political map has changed dramatically over the past century with a sharp increase in the number of states and nation-states. Today's era of globalization heightens the need for an understanding of global political-geographic issues. This course will cover such wide-ranging topics as international conflict, relationships between states, ethnic tensions within states, globalization, the breakup of the Soviet Union, and the political geography of Central Asia.

POL3520 Asian Politics

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course will review government and politics in major Asian countries from comparative and historical perspectives.

POL3532 Government and Politics in Central Asia

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course covers new developments in nation-building in Central Asia from the fall of the Soviet Union to the present. Special emphasis will be given to the issues of regional security, democratization, environmental and industrial policy, as well as growing relations between Central Asian states and the rest of the world.

POL3533 Political Sociology

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

Political Sociology is a specific interdisciplinary branch of sociological and political studies that searches for the factors, mechanisms and forms of social activities and social relations in political sphere. This subject studies various political phenomena via the prism of their interaction with society approaching it from social, ethnic and other social groups' attitudes and activities. In difference to Political Science that traces the influence of political institutions and processes on society, Political Sociology, on the contrary, starts from society and follows its influence towards state, political institutions, power, and political processes. Within the Political Sociology course we study political behavior of small and large social groups, the role of public opinion, social basis of political regimes,

parties, movements, etc. Various problems, such as electoral behavior of different social groups, gender aspects of political behavior, socio-psychological factors of political leadership, bureaucracy as a specific social group, - all that is thoroughly studied and discussed during the course. Political Sociology uses sociological methods and approaches including social polls, focus groups, expert interviews, content analysis, and statistics.

POL3546 Selected Topics in Regional Studies

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

This course examines various topics in comparative politics and regional studies. Topics vary according to the interests of students and instructors.

POL4541 Government and Politics in the Russian Federation

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

The course will examine politics in Russia after the dissolution of the Soviet Union, attempts to create a democratic political system. Special attention will be paid to the electoral system and politics, the Constitution, the party system, parliaments, leadership strategies, and nationalism.

POL4542 The Politics of Ethnicity and Religion in Central Asia and the Caucasus

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

Under the USSR, ethnic and religious identities were submerged or modulated to further the greater goals of the Union. With the breakup of the USSR, these have come to the fore as long-suppressed conflicts have become free to find expression. Accordingly, disputes have broken out all along the Islamic fringes of the former Union: in Georgia, Azerbaijan, the Russian Caucasus, Armenia, Tajikistan, Kyrgyzstan and Uzbekistan. Other conflicts are potential but have not yet broken out into the open, such as possible friction in northern Kazakhstan, or within the Tatar and Bashkortian republics in Russia. The histories and current situation of each of the local actors will be examined, and their roles in current or potential conflict. The roles of outside actors who

have presumed to have an ethnic (Turkey, Russia) or religious (Iran, Saudi Arabia, Afghanistan) interest in the region will also be considered. Theoretical perspectives will treat the literature on identity and nationalism which appears to be developing rapidly at the present time. Huntington's clash of civilizations hypothesis will also be considered as well as theories of post- and neocolonialism.

HIST3537 Central Asian History

Prerequisites: POL2511 AND IRL2512

This course is a prerequisite for: None

The course provides a historical introduction to five countries of Central Asia (successor states of the former Soviet Central Asia) - Kazakhstan, Uzbekistan, Kyrgyzstan, Tajikistan and Turkmenistan.

The topics to be explored include: political, military, and ethnic history; the structure of traditional subsistence strategies (nomadic pastoralism, sedentary farming, and urban mercantilism); forms of marriage, family, kinship, gender relations, socio-political identities and organization; religious beliefs and practices; and the assessment of socio-economic change and recent political transformations experienced by the peoples of this region under the rules of different government systems. Islam and then Russian/Soviet Union impacts are the most noteworthy.

THE SCHOOL OF LAW

LAW2101 History of State and Law in Kazakhstan (2 credits)

Prerequisites: None

This course considers the emergence of the ancient states in the territory of Kazakhstan and then examines the development of feudal nomadic monarchies of Huns, Turks, Mongol-Kypchaks and Kazakhs. Special attention will be paid to the major principles of the organization and activities of the Kazakh Khanate as well as the main characteristics of customary Kazakh law. Next, students learn the development of state and law in Kazakhstan when it was a part of the Russian Empire. Subsequently the legal status of Soviet Kazakhstan is examined with special emphasis placed upon the constitutions of 1926, 1937 and 1978. Finally, the course analyzes the development of state and law in independent Kazakhstan paying special attention to the process of the adoption of the Declaration of

Sovereignty of October 25, 1990; Constitutional Law on Independence of December 16, 1991; the first Constitution of Kazakhstan of January 28, 1993 and the current Constitution of August 30, 1995.

LAW2102 History of State and Law in Foreign Countries (2 credits)

Prerequisites: None

This course provides a historic background to the development of state and law in a number of foreign countries which had the major impact on the evolution of state and law. In so doing, the course will examine the organization of state and the system of law in ancient oriental civilizations (Egypt, Babylon, India, China) as well as in ancient Greece and Rome. Afterward the course will deal with the development of feudal state and law and will examine the experience of such countries as France, England, Byzantium and Arab Caliphate. Subsequently student will learn the development of modern state and law as they originated in Europe in the age of revolutions. In doing so, the course will analyze the development of state and law in France, Germany, England, the United States, Russia, China and Japan.

LAW2103 Constitutional Law of Kazakhstan (2 credits)

Prerequisites: GEN1630 Theory of State and Law

This course introduces students to the constitutional principles of Republic of Kazakhstan. The course starts with the historic overview of the constitutional development of Kazakhstan. Then, students examine the constitutional rights and freedoms of individuals in Kazakhstan; the institutes of citizenship and referendum; the legal foundations of the activities of public associations and political parties; and electoral law. Students also will study the legal status of the supreme state organs of Kazakhstan: the President, the Parliament, the Government, the judiciary, and the Constitutional Council. Special attention is paid to the stages of the legislative process in Kazakhstan and the constitutional review. Finally, the course deals with the legal issues of the local state administration and self-governing bodies.

LAW2201 Civil Law of Kazakhstan: General Part (3 credits)

Prerequisites for LLB students: GEN1630 Theory of State and Law

This course introduces students to the fundamental concepts and principles of civil legislation of the Republic of Kazakhstan. The course deals in particular with the following major issues: (1) foundations of civil law in Kazakhstan, focusing upon application and interpretation of civil legislation, the exercise of civil rights and protection of freedom of entrepreneurship; (2) the law governing persons, including natural persons (especially their legal and deed capacity as well as entrepreneurial activities) and legal entities (in particular their types and forms, issues related to their foundation documents, legal capacity, liability, reorganization, etc.); (3) the law of transactions with particular emphasis on the rules related to the execution, termination and invalidation of contracts; (4) the property law covering acquisition and protection of the right of ownership, legal issues related to immovable property, state ownership, etc.; and (5) the law of obligations, including execution of obligations, methods of securing the execution of obligations, replacing persons in obligations and responsibility for violating obligations. Students who have taken LAW3517 are not eligible for this course.

LAW2301 Criminal Law of RK General Part (3 credits)

Prerequisites: GEN1630 Theory of State and Law

This course considers in detail the principles of criminal legislation of Republic of Kazakhstan. Students will learn specific rules with respect to the operation of criminal law in time and space, the concept and various types of crimes, incomplete offences as well as general conditions for criminal responsibility. The course will also extensively review the law governing complicity in a crime and the circumstances excluding, mitigating and aggravating the criminality of acts. Subsequently the concept, types and the purposes of criminal punishment as well as the conditions of the release from criminal responsibility and punishment are examined with particular attention to the specifics of the criminal responsibility and punishment of juveniles.

LAW2432 Legal Research, Reading and Writing II (2 credits)

Prerequisites: GEN2431 Legal Research, Reading and Writing I

This course is a continuation of Legal Research, Reading and Writing I. In addition, it will include participation in a moot argument exercise in which students will draft a persuasive memorandum on an assigned problem and then present an oral argument in support of the memorandum. The moot argument exercise may be in the form of an appellate court argument or a moot arbitration in accordance with international student competition standards.

LAW2104 Administrative Law of Kazakhstan (3 credits) (previously LAW4512)

Prerequisites for LLB students: LAW2103 Constitutional Law of RK

This course introduces students to the body of law governing the legal issues of state administration and state service. It deals with forms and methods of the state administration and explains the system of organs of state administration. In addition students are introduced to the various legal administrative regimes and the principles of the organization of the state service. Since state administration is engaged in a variety of different spheres, the course examines a number of branches of the administrative legal structure. Furthermore, the course focuses upon legal issues of administrative liability and proceedings. Those students who have taken 4512 are not eligible for this class.

LAW2203 Civil Law of Republic of Kazakhstan II: Special Part - Contract Law (3 credits)

Prerequisites: LAW2201 Civil Law of RK I General Part

The course focuses on the law of contractual obligations covering the formation and interpretation of transaction (contracts), legal limitations on the bargaining process, claims and defenses related to breach of contract, and remedies for breach. In addition, this course will explore legal peculiarities of each type of contract, i.e., purchase and sale, gift, lease, transportation, construction, services, loan, insurance, storage, and many other contracts. The course will also deal with developing necessary skills and competence to draft and efficiently negotiate business contracts.

LAW2302 Criminal Law of RK Special Part (3 credits)

Prerequisites: Criminal Law of RK General Part

Criminal Law Special Part extensively reviews individual crimes and the particular punishments applicable to each. In particular the course deals with crimes against human life and health; against freedom, honor and dignity of persons; against sexual inviolability and freedom; against the constitutional rights and freedoms and against minor persons. Special attention will be paid to crimes in the sphere of economics, crimes against property and crimes against the interests of commercial and non-commercial organizations. Subsequently the course will examine crimes against public security, order and morality; ecological crimes and crimes against traffic safety. Finally students will learn rules with respect to the crimes against the fundamentals of the constitutional system and state security; corruption crimes and other crimes against state administration; crimes against military service as well as crimes against peace and mankind's security.

LAW2901 Academic Internship in Law (2 credits)

Prerequisites: 36 credits plus Civil Law of RK General Part or Constitutional Law of RK

The academic internship will provide students with the opportunity to learn how the entities that make up the legal-judicial system function. Students will visit entities such as courts, legislative bodies, law firms and NGOs, and will attend guest lectures from persons such as practicing lawyers, judges, legislators, government officials and leaders of law-based non-governmental organizations.

LAW3105 Comparative Constitutional Law (3 credits)

Prerequisites: LAW2103 Constitutional Law of RK

Comparative Law requires knowledge both of methodology and substance. Comparative scholars have elaborated a "soft science" to endow their work with common procedure, vocabulary, and legitimacy. A constitution is the fundamental legal document of any legal regime. This course introduces students to the methods of comparative scholarship, and uses constitutional documents, taken from the Republic

of Kazakhstan and select foreign legal systems as objects of comparative analysis. The study of foreign constitutions is an effective method to examine the structure, norms, and function of the Kazakhstan Constitution, and is an effective method to understand how other societies have organized foundational legal document and have established the rule of recognition.

LAW3106 Public International Law (3 Credits) (previously LAW3511)

Prerequisites for LLB students: LAW2103 Constitutional Law of RK

Public international law is the system of law governing the international community, thus the aim of the course provides a framework to understand the normative dimensions of international relations. The course introduces students to the fundamental principles and doctrines of public international law as a meaningful tool for providing order to world politics and for minimizing global conflict. The course reflects the breadth and diversity of international law and covers all its main branches, including: sources; the subjects of international law; international institutions; the law of treaties; peaceful settlement of international disputes; the use of force; territory; human rights; diplomatic and consular law as well as international economic law. A problem-oriented approach to various case studies is used in both lectures and discussion sessions. Situations in the former Yugoslavia, in Africa, in Afghanistan and in Iraq may serve as case studies. Those students who have taken LAW3511 are not eligible for this class.

LAW3204 Civil Law of RK III Special Part – Tort Law (2 credits)

Prerequisites: LAW2203 Civil Law of RK II

This course focuses on civil obligations arising out of injury (damage). Torts law introduces students to the fundamentals of tort doctrine, focusing primarily on 'injury (damage),' 'illegality,' 'causation,' and 'guilt' elements serving as conditions for civil liability, and types of these liabilities, including personal injury, products liability, and moral distress, etc. By reading primary authorities such as the Code, statutes and resolutions of the Supreme Court, and secondary authorities such as cases, and related materials, students will learn the legal principles of Tort law. Working on

skills-based exercises, students will practice analyzing and applying tort principles to factual scenarios.

LAW3205 Civil Law of RK IV Special Part – Company Law (3 credits)

Prerequisites: LAW3204 Civil Law of RK III Special Part Tort Law

The Company Law course is a constituent part of Civil Law [Special Part] of the law of the Republic of Kazakhstan. The primary, but not sole objective, of this course is the introduction of forms of doing business in Kazakhstan both as a natural person and as a juridical entity. The course builds on the introduction to legal entities covered in the Civil Law General Part course. Students study the following classification of methods of doing business: (1) individual entrepreneur [IE], (2) partnerships, (3) organisations treated as legal entities, and (4) organisations based on state ownership and productive cooperatives. The most important forms of doing business in Kazakhstan are: the IE, LLP [treated like a legal entity] and the Joint Stock Company; hence these forms shall be investigated in depth from several perspectives. The tax status of each is determined; foreign ownership also is explored, as Kazakhstan imposes restrictions on foreign ownership of certain business, e.g., activities requiring licenses. The course takes place within the deeper historical and theoretical context of the emergence of business organisations. The practical component of the course consists of drafting documents relating to business organizations, such as the charter, management resolutions, and other documents encountered within the creation and operation of a business organization.

LAW3206 Civil Law of RK V Special Part – Intellectual Property Law (3 credits)

Prerequisites: Prerequisite Civil Law of RK General Part

Intellectual property is one of the most important issues of business and of common life since it involves the rights of producers as well as those of consumers, the rights of authors and of those who enjoy their creations. The course describes objects of intellectual property rights and their methods of protection as well as remedies available to the injured party. The legislative regulation of copyright, patents, trademarks, trade names, trade secrets and appellations of origin of goods are studied within the course – from the point of view of Kazakhstani legislation and in accordance

with international agreements on intellectual property. In addition, students will encounter novel contractual innovations such as licenses that protect open-source ware. Together with the theoretical analysis of IP legislation the students will be offered numerous cases to solve, which involve both local and international intellectual property laws.

LAW3209 Family Law and Inheritance Law of Kazakhstan (3 credits) (previously LAW3512)

Prerequisites for LLB students: Civil Law of RK I General Part

The social, political and economic transformations which faced Kazakhstan in the last fifteen years made an impact on family relations and thus family legislation and inheritance legislation. The first part of the course examines the basic laws governing issues such as the definition of marriage; marriage contracts; termination of marriage; marital support; marital property; debts and family business in marriage as well as matters which regard parental rights and obligations; children's rights and adoption. Cross-border cases, such as international marriages and international adoption are analyzed in the course. The second part of the course is dedicated to inheritance issues, such as the form and content of testament as well as the procedure of inheritance by law, in a case the testament is missing. During the semester the students will receive theoretical knowledge regarding family and inheritance issues and will be offered numerous challenging cases to solve in order to develop the ability to apply these laws in practice. Those students who have taken LAW3512 are not eligible for this course.

LAW3303 Criminal Procedure of Kazakhstan (3 credits)

Prerequisites: Criminal Law of RK General Part and Criminal Law of RK Special Part

This course considers the objectives and general principles of the criminal procedure law of Republic of Kazakhstan. It will explore the issues of jurisdiction as well as operation of the criminal procedure law in time and space. Afterward students will learn specific rules with respect to the pre-trial proceedings with particular attention to matters such as the initiation of criminal case, inquiry, preliminary investigation, administrative session and preliminary hearing. Subsequently the

course will examine major legal issues and will engage in simulation exercises related to the trial, such as judicial examination, judicial investigation, oral argument, content of court judgment, special proceedings, admission of guilt, justice of the peace proceedings, enhanced adversariality, presumption of innocence, appeal, cassation and supervision

LAW3207 Civil Procedure of Kazakhstan (3 credits)

Prerequisites: Civil Law of RK General Part and one of the Civil Law of RK Special Part courses

The civil procedure course addresses the rules, principles and forms of pleadings that govern the litigation of a civil case. The course familiarizes students with how and where a lawsuit is initiated and with the issues related to status of the parties, the jurisdiction and venue, the forms of action and pleadings. Then the course examines the pre-trial stage with particular attention to such issues as preparation of the case and the preliminary relief. Afterward the trial stage is explored with special emphasis on the elements of proof at trial, burden of proof and evidence rules as well as presumed facts and res judicata. The course will also examine content, form and effect of judgments; forms of appellate review and procedures; reopening judgments because of new circumstances; reopening default judgments and execution of judgments.

LAW3401 Land Law of Kazakhstan (3 credits)

Prerequisites: None

The course analyzes legislative regulations of relations in the sphere of management, usage and perseverance of land resources of Kazakhstan. Rights and responsibilities of state, natural persons and legal entities towards the land are described in the course as well as difference between types of land: lands reserved for agricultural use, lands of municipality, industrial lands, and protected land territories, lands of forest and water funds are to be analyzed from legislative point of view.

LAW3208 Labor Law of Kazakhstan (3 credits)

Prerequisites: None

The course focuses upon legal rights and obligations of employees and employers under Kazakhstan law. Students not only learn the labor legislation, but also study related court cases, and draft employment

contracts and acts of an employer. Areas to be covered include: (a) individual employment contract (including peculiarities of labor law contract against those of services contract under civil law) (b) worker's compensation law and practice; (c) mandatory employment standards (duration of vacation, working time, etc) ; (d) peculiarities of some employment relationships including those of minors, women, disabled, government officials, etc, (e) social partnership agreements, and collective contracts, (f) trade unions (rights and obligations of an employer and a trade union), (g) mandatory safety standards and (i) government control.

LAW4601 Financial Law (3 credits) (Previously LAW4516 Financial Services Law)

Prerequisites: None

The course introduces students to the functions, organization, structure and legal regulation of financial institutions and competitive markets. An overview of the infrastructure of the market is provided to give students the necessary background to understand the nature of financial markets and institutions in a free market economy. The course studies the legal acts establishing and governing the key public institutions with responsibility to manage financial institutions: the National Bank of Kazakhstan and the Kazakhstan Financial Services Regulator. In parallel, the law governing key private institutions that act on the market are studied. These institutions include banks [commercial, investment, and retail], investment firms, insurance companies, and organized securities and commodities markets. The course also covers very generally the global financial landscape including the Bank of International Settlements, the International Monetary Fund, and inter-governmental cooperation to control the volatility of markets.

Financial services law is an interdisciplinary subject of study. It requires a thorough understanding of the policies, regulatory rules, and enforcement mechanisms available to maintain viable trustworthy markets designed to accomplish the purpose for which they were created. This function belongs squarely with the Legislature of National Systems, the Financial Regulator appointed to enforce the law, and to select aspects of International Law. Imperative is the fact that the financial matrix is incomprehensible without knowing the structure and functions of markets, the nature and behavior of financial

instruments traded on the markets, and the financial analysis used to evaluate risk and manage portfolio investments. The legal foundation controlling [or failing to control] the financial markets is produced by the commercial activities of the market place. Therefore, the study of financial services law requires inquiry into law, economics, and finance. This course is squarely interdisciplinary in nature with a strong legal overhang. The course also requires that students participate in a simulated “securities portfolio”, meeting legal requirements and developing a portfolio based on analytical and risk measurement techniques. Those students who have taken LAW4516 Financial Services Law are not eligible to take this class.

LAW4602 International Trade Law / Law of the WTO (3 credits) (previously LAW3516)

Prerequisites: None

Three institutions operate globally to improve trade relations, solve poverty and promote infrastructure investment, and maintain financial stability: the World Trade Organization, the World Bank Group, and the International Monetary Fund. This course provides an overview of each institution and its primary impact upon legal systems. The WTO is the product of the Bretton Woods Agreement following World War II. The GATT [the original name] created a multilateral trading system to reduce tariffs and non-tariff barriers to trade in an effort to make the economic interests of its members interdependent. The WTO, which was formed in 1995 and incorporates the 1948 GATT, introduced several new covered agreements and significantly the Dispute Settlement System. The course also covers the role of the major public international institutions, with the exception of the United Nations, and provides historical case studies. Those students who have taken LAW3516 are not eligible to take this class.

LAW4107 Private International Law (3 credits) (previously LAW3905)

Prerequisites for LLB students: Constitutional Law of RK

Private International Law [PIL] is the study of jurisdiction and applicable law in international and trans-national legal disputes, and the recognition and enforcement of judgments. A dispute is considered international or trans-national if one or more of the constituent elements of that dispute are connected

with more than one country. These elements may relate to the parties’ domicile, residence, country affiliation; the location of events that gave rise to the dispute; or to the location of the dispute. Examples are: contractual disputes between citizens of different states or a property dispute between domiciliaries of one state regarding assets located in another state, or a tort resulting from conduct occurring in one state and causing injury in another state. The course focuses on private international law within three legal systems: US, EU, and the Republic of Kazakhstan, but places emphasis on domestic law. Those students who have taken LAW3905 are not eligible to take this class.

LAW4503 Advocacy in Kazakhstan and Professional Ethics (3 credits)

Prerequisites: None

The course will explore Kazakhstan legislation in the area of advocacy, including licensing requirements to advocate’s practice, statutory rights and responsibilities of an advocate, tribunal and law enforcement agencies during investigation, trial and appeal. In addition, the course will deal with professional ethics standards under the law of Kazakhstan and under international standards.

LAW4603 Tax Law of Kazakhstan (3 credits) (previously LAW3520)

Prerequisites: None

Tax law is one of the most important legal courses for any successful lawyer - since taxation is present in almost every aspect of professional and business life. This course introduces students to the fundamental principles of taxation both from the theoretical and practical perspective. Students will learn the importance of tax considerations for business decision making and tax planning. Specifically, students will explore the key sources of tax law in Kazakhstan - Tax Treaties, Tax Code, Transfer Pricing Legislation, relevant administrative guidance and instructions, including the most important tax returns, but will also familiarize themselves with the important case law. Students will further explore the core principles and issues in the different areas of taxation - Corporate and Personal Income Tax, Social Tax and Obligatory Social Contributions, Value Added Tax, Subsurface Use Taxation, Excise and Customs regime as well as the Special Tax Regimes. Students should also

explore and distinguish between the tax evasion and tax avoidance, understand the key anti-avoidance provisions and also study the relationship of Ethics and Tax Planning. Those students who have taken LAW3520 Tax Law of Kazakhstan are ineligible for this course.

ELECTIVE COURSES IN LAW

LAW3713 Animal Law (3 credits)

Prerequisite for LLB students: Civil Law of RK General Part

Animal law is the branch of law that deals with animals. It addresses topics such as: breeding, sanitary and veterinary norms, population control, registration, trade, husbandry standards and practices, animals for human entertainment, use of animals in scientific laboratories, etc. Historically, this branch of law has been developed with an exclusive concern for human health and economic or scientific interests. More recently, however, there has emerged another perspective that is centered on the protection of animals for their own sake. An example of legislation inspired by this perspective is the one aimed at the prevention of cruelty against animals.

Animal law as a discipline, then, is marked by the fundamental tension between the traditional understanding of animals as mere instruments for human welfare, and an emerging, if controversial, acknowledgment of a value in the welfare of animals themselves. Due to the many unsettled questions regarding the moral and legal status of animals, this branch of law appears as one of the most lively and innovative from the legal as well as from the philosophical point of view. Its systematic development incorporates the contributions not only of legal science proper but also of natural sciences and of philosophy.

In this course, students will get acquainted with the animal legislation of Kazakhstan and other countries, as well as with the international conventions and the main European and American cases. The ethical, cultural, religious and political background of these norms will be explained and analyzed. Students will face some practical cases, the resolution of which requires both knowledge of the legislation and the ability to identify and address the relevant ethical issues.

MINOR IN LAW

LAW2202 Business Law (3 Credits)

Prerequisites: None

This course familiarizes students with core notions and landmark concepts of the legal system of Republic of Kazakhstan that are likely to be encountered in future business practice. It begins with an introduction to the major legal concepts in the context of modern business and then introduces students to the basic doctrines of the business law of RK and covers its main branches, including: Law of Transactions, Property Law, Liability Law, Land Law, Labor Law, Tax Law etc.

LAW 3517 Civil Law of Kazakhstan: General Part (3 credits)

LAW2201 Civil Law of Kazakhstan: General Part replaces LAW3517.

LAW4514 Constitutional Law of Kazakhstan (3 credits)

Prerequisites: None

This course introduces students to the constitutional principles of the Republic of Kazakhstan. The course starts with the historic overview of the constitutional development of Kazakhstan. Students then examine the constitutional rights and freedoms of individuals in Kazakhstan; the institutes of citizenship and referendum; the legal foundations of the activities of public associations and political parties; and electoral law. Students also will study the legal status of the supreme state organs of Kazakhstan: the President, the Parliament, the Government, the judiciary, and the Constitutional Council. Special attention is paid to the stages of the legislative process in Kazakhstan and constitutional review. Finally, the course deals with the legal issues of the local state administration and self-governing bodies.

LAW4515 Law of the European Union (3 Credits)

Prerequisites: None

The Member States of the European Union adopted the Lisbon Treaty in December 2009. The Treaty endows the EU with legal personality, and the EU will replace the EC [European Community]. The Lisbon Treaty contains provisions virtually identical to the failed

European Constitution and consists of two Treaties: The Treaty on European Union and the Treaty on the Functioning of the European Union. The Lisbon Treaty has reconstructed the architecture of the EU, its institutions, and field of competences between the Member States and Community Institutions. This course studies the new constitutional order of the EU and covers the most important substantive areas of EU law such as Free Movement of Workers, The Right of Establishment, Freedom to Provide Services, and Free Movement of Capital. These core rights developed over decades through decisions of the ECJ, Community Regulations and Directives, and supplementary concepts such as free movement of goods and EU Citizenship. The development of the EU from a Customs Union to a sui generis political structure, with its own currency, may inform developments that take place in the Customs Union formed by Russia, Kazakhstan, and Belorussia.

LAW4517 Law and Economics (3 Credits)

Prerequisites: None

This course is an introduction to law and economics. To quote and to paraphrase Richard Posner, the law and economics movement places the study of law on a scientific basis, with a coherent theory, precise hypotheses deduced from the theory, and empirical tests of the hypotheses. Law is a social institution of antiquity and importance. Arguably, the only legitimate theory is premised on economics. Economics is the most advanced of the social sciences, and the legal system contains many parallels to and overlaps with the systems that economists have studied successfully. This course studies central topics of a legal system, such as contracts, property, torts, company law, competition and tax, from the perspective of Law and Economics.

GRADUATE COURSES DESCRIPTION

LANGUAGE CENTER

GRADUATE ENGLISH

ENG5104 Graduate Foundation English B (0 credits)

Prerequisites: None

Common European Framework: A2 upon completion of the course

Graduate Foundation English B is an upper elementary to pre-intermediate course for newly enrolled master's students. By the end of the course students should satisfy the criteria for level A2 on the Common European Framework. In addition to developing proficiency with reading, writing, listening and speaking, this course especially includes extensive reading and writing projects, reading and discussion of current events, and regular listening to news and fiction through an action-based approach. Students work on a number of projects that aim to develop their ability to learn English as well as general communicative competences that will enable them to use the language in various contexts and under various conditions. Study skills suited to university work are given special attention. With a pass mark in this course, students enroll in ENG5105 Graduate Foundation English A or in ENG5205 Graduate Foundation English A (MBA).

ENG5105 Graduate Foundation English A (0 credits)

Prerequisites: ENG5104 (or requisite KEET score)

Common European Framework: B1 upon completion of the course

Graduate Foundation English A is an intermediate to upper-intermediate course for newly enrolled master's students and for those continuing from Graduate Foundation English B. The course focuses on developing the four skills—reading, writing, listening and speaking—through a variety of activities in which students interact with authentic material in English. The course expects students to graduate with B1 proficiency on the European Common Framework.

The course emphasizes two complementary aims: the continuous improvement of English language proficiency as well as the development of critical thinking and study skills. Academic skills including note-taking, critical analysis and critical approaches to writing will be emphasized throughout the course.

ENG5205 Graduate Foundation English A (MBA) (0 credits)

Prerequisites: ENG5104 (or requisite KEET score)

Common European Framework: B1 (low) upon completion of the course

Graduate Foundation English A (MBA) is an intermediate course for newly enrolled master's students and those continuing from Graduate Foundation English B. The course focuses on developing the four skills—reading, writing, listening and speaking of English as preparation for the MBA graduate program. It uses a variety of activities in which students interact with authentic material in English. The course expects students to graduate with a B1-low proficiency on the European Common Framework.

ENG5101 English Speaking and Listening 1 (0 credits)

Prerequisites: Placement determined by Program or ENG5105 Graduate Foundation English A

Common European Framework: B2 Mid upon completion of the course

Students will work on the development of their language, speaking, listening and note-taking skills. Over the course of the term, students will be involved in small group and whole group discussions of case study issues. Listening and note-taking components will be covered in self-study assignments. Students will have to read and listen to news programs of English-medium channels (BBC, CNN, etc.) to search for relevant materials, and make notes with respect to key aspects of the issues in their case studies. This will help students to become familiar with the facts and important issues described in the case study to acquire a thorough understanding of the situation, and also to apply ideas and insights from the theories to real-life issues and problems. Classroom case study discussions will be guided by the instructors at the beginning. Later, students will deal with the preparation and organization of these discussions

independently. Students are expected to participate meaningfully in the discussions presenting their views, and questioning or challenging their peers. The interaction among students and between students and an instructor will help students to improve the analytical, communication and interpersonal skills.

ENG5102 English Reading and Writing 1 (0 credits)

Prerequisites: Placement determined by Program or ENG5105 Graduate Foundation English A

Common European Framework: B2 Mid upon completion of the course

During this course students will become familiar with a variety of strategies in order to read academic texts on various issues to complete the major tasks of the course, which are a short (four to six pages) group case study paper and a longer (eight to ten pages) individual case study paper. The work on case study papers will develop analytical skills including problem identification skills, data-handling skills, and critical thinking skills. Dealing with real-life situations described in cases, students will have to read in order to search, find, select, analyze and evaluate relevant sources, and finally write a case study paper. Working on case study papers, students will go through the stages of individual search, selection, analysis and organization of the relevant materials. While writing, students are engaged in referencing the sources, outlining, drafting, re-drafting, peer critiquing and editing.

ENG5201 English Speaking and Listening 2 (0 credits)

Prerequisites: ENG5101 or a required score in the entrance test or Placement determined by Program

Common European Framework: B2 upon completion of the course

The course is designed for graduate students of KIMEP. It helps them to learn how to improve their speaking and listening skills. Over the course of the semester, students will be involved in work on case studies and make individual and group presentations, which will help them to be aware how to select and analyze materials, how to structure presentations, how to design visual aids, how to use voice/ body language in order to enhance the clarity and impact of presentations. During the course, listening and note-

taking will be covered in the self-study component. Students will have to read and to listen to news programs of English speaking channels (BBC, CNN, etc.) to search for relevant materials, and make notes with the respect to the key aspects of the issues of their case studies.

ENG5202 English Reading and Writing 2 (0 credits)

Prerequisites: ENG5102 or a required score in the entrance test or Placement determined by Program

Common European Framework: B2 upon completion of the course

This course is built on the reading strategies and writing skills acquired in the course Reading and Writing 1. Students will read academic texts on various issues to search, find, select, analyze and evaluate relevant sources in order to write a research paper. The major tasks of the course are the work on a short research (four to six pages) and a longer (eight to ten pages) research paper. This will involve critical thinking and dealing with real-life situations in different areas. The process of writing a research paper will include referencing the sources, using proper citations, outlining, drafting and re-drafting, peer critiquing and editing of the paper.

MA in TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES

TEL5101 Introduction to Linguistics (3 credits)

Prerequisites: None

This course provides an overview to the general study of language. Introduction to Linguistics surveys linguistic theory focusing on subtopics of particular relevance to language teachers including: general phonetics, phonology, morphology, syntax, semantics, and historical-comparative linguistics. This course considers a universal grammar that governs language, and it also explores similarities and differences among languages. Other topics include language learning and the psychology of language; linguistic universals; and aspects of language in society. Topics covered will be exemplified through a variety of languages.

TEL5102 Introduction to Sociolinguistics (3 credits)

Prerequisite: TEL5101

The sociolinguistics course focuses on examining language as it is used in society and how language and society affect each other. It assumes that language is fundamental in the organization and understanding of everyday interactions, from both individual and societal perspectives. The course topics include social dialects; class, ethnic, and gender differences in speech; linguistic change; language in multinational settings; and the politics of language. The course also studies applications of sociolinguistic research methods to problems in applied linguistics and language education.

TEL5201 Language Analysis for Language Instructors: Formal and Functional Grammars (3 credits)

Co-requisite: TEL5101

This course is the first part of a two-course sequence. It introduces two contrasting approaches to the description of English grammar. The course provides an overview of formal and functional perspectives about the structure of the English language, focusing on English phonetics, phonology, morphology and syntax. The course surveys the role(s) of grammar in second/foreign language teaching, and presents strategies for introducing grammatical forms to non-native speakers.

TEL5202 Language Analysis for Language Instructors: Grammar in Social, Cultural Contexts (3 credits)

Prerequisites: TEL5101, TEL5201

This course is the second part of a two-course sequence. The course analyzes relations between situational contexts and grammatical choices, and refers to contemporary views about English semantics, pragmatics, and discourse structures. The course also considers implications of grammatical choices in situational contexts for foreign language instruction.

TEL5301 Introduction to Second Language Acquisition (3 credits)

Co-requisite: TEL5101

This course examines the process of acquiring a second or additional language. Topics include the nature of learner language, individual differences in language acquisition, the role of input and interaction, similarities and differences in L1 and L2 acquisition, instructed acquisition, and the relationship between acquisition research and second language teaching. The course also analyzes the neurolinguistic, psycholinguistic, and sociolinguistic bases of second language acquisition in childhood and adulthood.

TEL5302 Second Language Acquisition Research (3 credits)

Prerequisite: TEL5301

This course is an introduction to research on the language and learning processes of second-language learners. The goal of this course is to deepen students' knowledge of cognitive and linguistic approaches to second language acquisition and to analyze research according to grammatical, pragmatic, and sociolinguistic dimensions of language learning. The course surveys major perspectives on second language acquisition processes, including interlanguage theory, the Monitor Model, acculturation theory, cognitive/connectionist theory, and linguistic universals. Course work shall consist of the planning and implementation of a research project and the exchange of the results of this research through discussion, reports, and/or papers.

TEL5401 Methods in Language Teaching (2 credits)

Prerequisites: None

This course is an introduction to current instructional methods and approaches for teaching English as a second language to adults. The course focuses on theoretical perspectives, major methodological issues, and current controversies, and examines the historical and theoretical foundations in English as a second language. The course involves extensive readings, discussions, and observations of ESL classes, with consideration of principles for instruction in a wide range of teaching contexts. Particular attention is paid to long-term development of language teachers as decision-makers and problem-solvers.

TEL5402 Practicum (3 credits)

Prerequisites: TEL5401; a minimum of 22 credits in the program

The practicum is a course in which the student demonstrates the knowledge and skills developed in the master's program. It is an observation of and practice in teaching English as a second language to adults at the college or university level. Students are apprenticed to experienced mentor teachers in ongoing ESL classes, and receive detailed feedback on their teaching, including comments about the knowledge, principles, and skills required to teach second languages; performance with ESL curriculum and materials development; and use of student assessment. For experienced teachers, especially those who have taught for many years in ESL and multilingual settings, a research project is an option.

TEL5403 Curriculum and Materials Design (2 credits)

Prerequisites: None

This course prepares and evaluates materials for teaching English as a foreign language to adults. The course focuses on learning-centered approaches to designing courses, from developing curriculum to material design. Curricula in both EFL and ESL environments will be addressed. During the course, students will design a curriculum to respond to the needs of a specific student audience through a process of needs assessment, selection, sequencing, presentation, and evaluation. Students will select, adapt, develop, and evaluate course goals and objectives, structured syllabus, course units, lesson plans, system of evaluation, and materials for one lesson.

TEL5404 Language Evaluation and Assessment (2 credits)

Prerequisites: None

This course introduces the principles and practice of conducting language learning evaluation within the context of adult foreign language acquisition from both theoretical and practical perspectives. The course is aimed at analysis of the goals and rationale of different types of assessments in foreign language programs, including teacher-made assessments and current standardized test instruments. Students will

also gain experience in developing and critiquing assessment materials.

**TEL5501 English for Specific Purposes
(2 credits)**

Prerequisites: None

This course is a critical review of literature on genres of English used in identified social contexts, such as the language used in academic journal articles or during job interviews. Students carry out their own ESP research projects, describing the way English is used in a target context.

TEL5502 Educational Technology in Language Classrooms (2 credits)

Prerequisites: None

This course explores the uses of computers in the foreign language classroom, including language learning through information processing software, digital technology, multimedia applications for home-oriented and educational software, and the Internet. During the course students will have hands-on experience with multimedia applications and instructional software, information processing software, and digital technology.

**TEL5503 Teaching Writing and Reading
(2 credits)**

Prerequisites: None

This course examines EFL/ESL reading-writing theory and pedagogy in adult EFL/ESL classrooms. Readings and discussions address intellectual and analytical procedures involved in writing and reading, social and political contexts within which second language writing/reading occurs, etc. Students explore ESL/EFL reading and writing development and examine effective teaching by designing methods and materials for teaching reading and writing and evaluating phonological, semantic, and syntactic aspects of instruction.

**TEL5504 Teaching Listening and Speaking
(2 credits)**

Prerequisites: None

The course examines EFL/ESL listening/speaking theory and pedagogy in adult classrooms. It explores

the process of listening and comprehension, and highlights problems faced by non-native speakers. The course also surveys the methods, techniques, and activities for teaching conversation and listening comprehension, with an examination of recently published materials. Lesson planning and effective classroom management appropriate to the needs of students are emphasized.

TEL5506 Cross-Cultural Aspects of Language Teaching (2 credits)

Prerequisites: None

This course defines and explores the relationship between language teaching and culture with a heavy emphasis on how to use different approaches (literature, writing, media/theatre, history) to teach culture through language courses starting with the basic question of what is culture? This course is grounded in a socio-cultural constructivist approach towards language and language learning. Students will study culture in general and learn about their own cultural influences to better understand teacher-student and student-student interactions from various cultures through and in language teaching.

TEL5601 Research Methods (3 credits)

Prerequisites: TEL5302; a minimum of 22 credits in the program

This course is designed to familiarize students with a variety of scholarly and scientific approaches and methods for research in education settings, theory development, data processing, scholarly writing, and organization of a research paper related to applied linguistics, second language acquisition, and pedagogy.

TEL5690 Thesis I (3 credits)

Prerequisites: TEL5601; a minimum of 22 credits in the program

Students register for this course and TEL5691 while they are working on and defending their master's thesis.

TEL5691 Thesis II (3 credits)

Prerequisites: TEL5690 (or concurrent enrollment); a minimum of 22 credits in the program

This is the second course for working on and defending the master's thesis.

TEL5700 Seminar in Applied Linguistics (2 credits)

Prerequisites: None

This is a special topics seminar that will focus on various contemporary issues in language acquisition and teaching. Seminar topics include (but are not limited to): bilingualism, language policy and planning, discourse analysis, and critical pedagogy. Seminar topics will be listed on the program website during the registration period preceding the semester.

KAZAKH

KAZ1401 Beginning Kazakh (3 credits)

Prerequisites: None

This course is intended for those international students, including students from CIS countries, who have never been exposed to Kazakh before. Students will first learn the Kazakh alphabet. Then they will learn to understand, read and write simple words and phrases and to participate in easy conversations by using those phrases and sentences learned in the course.

KAZ1402 Elementary Kazakh 1 (3 credits)

Prerequisites: KAZ1401 or placement according to the results of the diagnostic test

This course provides students with a knowledge of basic vocabulary and elementary grammar and to develop basic listening skills on everyday topics and reading skills of uncomplicated texts. Students will also learn to construct simple sentences and exchange information on daily topics.

KAZ1403 Elementary Kazakh 2 (3 credits)

Prerequisites: KAZ1402 or placement according to the results of the diagnostic test

In this course students continue studying Kazakh elementary grammatical structures, increase their vocabulary and take part in simple daily conversations.

Upon completion of this course, students will be able to create simple texts and participate in social conversations by using familiar word constructions and vocabulary.

KAZ1404 Intermediate Kazakh 1 (3 credits)

Prerequisites: KAZ1403 or placement according to the results of the diagnostic test

This course is intended for students who graduated from non-Kazakh schools. Thus, it is designed for students who already have some knowledge of Kazakh, but desire to expand their practical knowledge of Kazakh. Students will develop the skills of accurate use of Kazakh vocabulary and widely used phrases and sentences. Students will also learn to participate in discussions, to compile meaningful texts on familiar or interesting topics and to write short essays on assigned topics by using those word combinations and sentences learned in the course.

KAZ1405 Intermediate Kazakh 2 (3 credits)

Prerequisites: KAZ1404 or placement according to the results of the diagnostic test

This course is intended to develop students' ability to summarize texts on general topics and those related to their major. Students will learn to understand the main ideas of texts of moderate difficulty on particular topics, speak fluently, communicate with Kazakh native-speakers, participate in discussions, and express their opinions freely in the writing and speaking.

KAZ1406 Business Kazakh 1 (3 credits)

Prerequisites: KAZ1405 or placement according to the results of the diagnostic test

This course is intended for students who are fluent in Kazakh. Students who wish to enhance their knowledge of Kazakh in the fields of business and communication need to develop skills in understanding the principles and use of business Kazakh. Students will develop their Kazakh business vocabulary and learn to analyze business texts of moderate complexity. They will also learn to participate in uncomplicated business discussions.

KAZ1407 Business Kazakh 2 (3 credits)

Prerequisites: Kazakh school certificate or KAZ1406 Business Kazakh 1 or KAZ1408 Kazakh Language and Culture or KAZ1409 Business Correspondence in Kazakh or KAZ1410 Public Speaking in Kazakh or placement according to the results of the diagnostic test

This course is intended for students who are fluent in Kazakh.

This course is designed to develop students' communication and correspondence in Kazakh business language. It is also focused on teaching students to work effectively with professional literature in their field of study, to express themselves effectively when making formal presentations, compiling and analyzing research projects, participating in business debates, and solving and negotiating various business issues. Student will acquire specialized vocabulary in the fields of business and public management, economics, politics and social affairs.

KAZ1408 Kazakh Language and Culture (3 credits)

Prerequisites: Kazakh school certificate or KAZ1405 Intermediate Kazakh 2 or KAZ1406 Business Kazakh 1 or KAZ1407 Business Kazakh 2 or KAZ1409 Business Correspondence in Kazakh or KAZ1410 Public Speaking in Kazakh or placement according to the results of the diagnostic test

This course is designed for students with at least upper intermediate proficiency in Kazakh. The course enables students to become familiar with the culture of Kazakh people, and to develop competence in dialogue and communication in Kazakh. Students learn to lead and participate in discussions and debates on vital topics and to develop their critical thinking skills. The course introduces fixed phrases, sayings and idioms reflecting the national peculiarities of Kazakh culture that students then use in research projects in the course.

KAZ1409 Business Correspondence in Kazakh (3 credits)

Prerequisites: Kazakh school certificate or KAZ1407 Business Kazakh 2 or KAZ1408 Kazakh Language and Culture or KAZ1410 Public Speaking in Kazakh or placement according to the results of the diagnostic test

This course is intended for fluent users of Kazakh. It is designed to teach students to create and to deal

effectively with formal correspondence in Kazakh, including state documentation and business letters that follow international business writing standards. Students will further develop their business vocabulary and technical writing skills as well as practice their formal and business Kazakh communication skills.

KAZ1410 Public Speaking in Kazakh (3 credits)

Prerequisites: Kazakh school certificate or KAZ1406 Business Kazakh 1 or KAZ1407 Business Kazakh 2 or KAZ1408 Kazakh Language and Culture or KAZ1409 Business Correspondence in Kazakh or placement according to the results of the diagnostic test

This course is mainly intended for students who have a good command of the Kazakh literary language, as well as for those who have abilities in oratory and creativity. In this course students will learn to express their own opinions freely and use more complex language. The course also develops students' leadership qualities, which are necessary for success in the public domain when speaking to an audience, dealing with a situation or being resourceful in decision-making.

BANG COLLEGE OF BUSINESS

ACCOUNTING AREA

ACC5201 Financial Accounting for Managers (3 Credits)

Prerequisites: MBA Standing

The course focuses on the basic theoretical framework of generally accepted accounting principles. Different accounting techniques and their effect on financial statements are considered. Students will gain an understanding of the concepts and language of accounting that can be used as an effective tool for communication, monitoring, and resource allocation. They will also gain mastery of the vocabulary and meaning of financial statements and accounting reports. Basic financial statement analysis methods are introduced.

ACC5202 Managerial Accounting (3 Credits)

Prerequisites: ACC5201

This course emphasizes the use of accounting information for internal planning and control purposes. The course is intended for individuals

who will make business decisions and evaluate performance of business units using data obtained from the accounting system. The course will cover the basic vocabulary and mechanics of cost accounting and the role of management accounting in decisions concerning resource allocation and performance evaluation. Particular emphasis will be put on strategic cost analysis. Familiarity with how modern accounting and control theory is used in evaluating economic conditions and making organizational decisions.

ACC5206 Auditing (3 Credits)

Prerequisites: ACC5201

This course covers auditing standards and procedures observed by Public Accountants in the examination of financial statements of business and other organizations; audit standards, objectives, and conceptual framework for collection of evidence and assessment of control risk; and short-form audit report and operational auditing.

ACC5207 International Financial Reporting Standards (3 Credits)

Prerequisites: ACC5201

Kazakhstan is moving towards using International Accounting Standards as national accounting reporting standards. This course bridges the gaps between the Kazakhstan Accounting Standards, Kazakhstan Chart of Accounts, GAAP methods and the methods used in International Financial Reporting Standards. Upon completion, the students will be prepared to conduct business in Kazakhstan using past records and current methods.

ACC5209 Advanced Accounting (3 Credits)

Prerequisites: ACC5201

This course develops a deeper understanding of financial accounting. Among the topics that will be addressed are: business combinations, and consolidation of subsidiaries at date of acquisition and later years, inter-corporate investments, factors affecting ownership interests, segmented and interim reporting, accounting for international activities, foreign currency transactions, translating foreign operations, and reporting foreign operations.

ACC5210 Taxation in Kazakhstan (3 Credits)

Prerequisites: ACC5201

This course is a survey of the tax structure including concepts and policies, which shape the law. Emphasis will be on general concepts applicable to all taxpayers and on taxation of individuals. It also covers the taxation of property transactions, accounting periods and methods, corporate formulation and income taxation, and the taxation of partnerships and corporations.

ACC5211 Principles of Taxation (3 Credits)

Prerequisites: ACC5201

This course will provide a survey of the tax structure including concepts and policies. Emphasis will be on both legal elements and concepts applicable to corporations and partnerships. Among the issues addressed will be taxation of manufacturing, retailing and services, and to the manner in which organizational accounting policy and strategy can shape, and in turn be shaped by taxation.

ACC5212 Financial Statements Analysis (3 Credits)

Prerequisites: ACC5202

This course will prepare students to analyze, interpret and use financial accounting statements from management and investor perspectives. In addition to developing the practical understanding needed to analyze an organization's income statement, balance sheet and statement cash flows the course will also integrate such understanding into consideration of corporate strategy, accounting choices, budgeting and forecasting.

ACC5216 Professional Auditing (3 Credits)

Prerequisites: ACC5206

This course extends and upgrades the knowledge obtained in Auditing AC4203 to a professional level, preparing students for entry positions in the international Accounting Firms. The course is designed to enhance students' knowledge of auditing procedures, auditing standards and other standards related to attest engagements and the skills needed to apply that knowledge to auditing and other attest engagements.

ACC5217 Fraud Examination (3 Credits)

Prerequisites: ACC5206

The course is intended to provide fundamental and practical knowledge for all students to learn about the global threat of fraud and to prepare for careers in the anti-fraud profession. The students will be able to identify and assess appropriate fraud risk factors by increasing the body of anti-fraud knowledge in the current audit environment, in which the identification of the fraud risk factors by auditors is required by law or standards and emphasized. The knowledge gained from this course, which regular auditing course do not fully cover due to limited time frame, should be instrumental for the detection and deterrence of fraud in any types of audits.

ACC5260 Selected Topics in Accounting (3 Credits)

Prerequisites: ACC5202

The course examines particular issues in accounting at an advanced level. Topics vary according to the interests of the students and instructors.

BUSINESS AREA

BUS5270 MBA Credit Internship Program (3 Credits)

Prerequisites: Completion of at least 24 credits of course work

Internship gives MBA students the opportunity to put into practice the knowledge acquired during their studies, get some business experience and be better prepared for their future career. Credit Internship Program can be taken after completion of 24 credit hours in the MBA program. The minimum internship period is 160 hours of job experience of managerial nature. After completion of internship, students submit an Internship Report and other required documents. Students will be assigned a faculty supervisor who will monitor internship and evaluate the Internship Report. Internship should be in the field of chosen specialization. Students have to attend at least 3 Preparatory Internship Training Sessions prior to becoming an intern. For details on Credit Internship Program, students are advised to seek information from BCB Career Services Center and/or the Director of the MBA program.

BUS5275 MBA Thesis (3 Credits)

Prerequisites: Completion of at least 45 credits hours including 6 credits of foundation or advanced courses in the area of Major

MBA thesis is a practical research work, involving the analysis of a specific problem in the area of Major, evaluation of the results of the analysis, which serves as a basis for developing specific proposals and implementing the appropriate solution to the problem.

FINANCE AREA

FIN5200 Managerial Economics (3 Credits)

Prerequisites: MBA Standing

This course is divided into two 7-week modules. One module develops macroeconomic concepts and models that are useful for business decisions. Emphasis is placed on Keynesian models of income and interest determination (IS-LM), and open economy models of exchange rate determination. This module is designed as a Prerequisites for International Finance. The other module develops microeconomic techniques that assist business decision-making: analysis of generalized demand relations, production and cost functions, profit maximization, competition theory, and dynamic strategies (game theory). While there is no Prerequisites, the course is designed for students with an intermediate background in economic theory.

FIN5201 Managerial Finance (3 Credits)

Prerequisites: ACC5201

This course surveys the basic concepts and tools of Financial Management. The major objectives of this course are to learn the fundamental principles of finance and to obtain a broad perspective of the area of Financial Management. Major topics include financial objectives, financial analysis and planning, financial environment, risk-return trade-off, time value of money, valuation, capital budgeting, cost of capital, capital structure, working capital basics etc. Special emphasis is given on integration of the concepts of Financial Management into a total systems approach to financial decision-making.

FIN5202 Advanced Corporate Finance (3 Credits)

Prerequisites: FIN5201

The course examines in detail investment and financing decisions, and their interrelatedness. The overall goal is to obtain a comprehensive and in-depth perspective of the area of Financial Management. Major topics include financial analysis and planning, valuation, capital budgeting, capital structure, dividend policy, working capital management, mergers and acquisition, hybrid financing, bankruptcy, multinational financial management, and risk management. Special emphasis is given on integration of the concepts of financial management into a total systems approach to business decision-making.

FIN5204 Financial Institutions Management (3 Credits)

Prerequisites: FIN5201

This course focuses on understanding of the major financial institutions and the competitive and regulatory environment in which they operate. Special emphasis is placed on the operations and financial management of institutions such as the central bank, commercial banks, investment banks, pension funds, mutual funds and insurance companies. The course covers issues related to management of liquidity, loan portfolio, and capital, as well as various forms of risks faced by intermediaries and the trade-offs required to balance portfolio risks and returns.

FIN5206 Investment Management (3 Credits)

Prerequisites: FIN5201

This course examines the investment environment and the investment process. An investment is the current commitment of money or other resources in the expectation of reaping future benefits. The investment process involves identifying objectives and constraints, formulating and implementing strategies, and monitoring and updating the portfolio as needed. Major topics include investment alternatives, securities markets and trading mechanism, risk and return analysis, modern investment theory, valuation, analysis and management of bonds, common stocks and derivative securities, and investment performance evaluation.

FIN5209 International Finance (3 Credits)

Prerequisites: FIN5201

This course focuses on understanding of Financial Management – in an international environment. This is achieved through comprehensive coverage of topics from the area of International Finance. Major topics include international financial environment, foreign exchange markets including currency futures, forwards, options and swaps, foreign exchange risk management, international financing and investing decisions, international working capital management, multinational capital budgeting, international portfolio diversification, etc.

FIN5210 Financial Derivatives (3 Credits)

Prerequisites: FIN5201

This course offers an introduction to derivative markets. A derivative is an instrument whose value depends on the values of other more basic underlying variables. This course focuses on the financial derivatives. Emphasis is placed on organization and role of put and call options markets, futures and forward markets, swaps markets, and their interrelations. Major topics include arbitrage relations, valuation, hedging and speculating with derivatives, implementation of derivatives trading strategies, the perspective of corporate securities as derivatives, the functions of derivatives in securities markets, regulations and recent innovations in derivative markets.

FIN5211 Bank Management (3 Credits)

Prerequisites: FIN5201

Provides students with tools and techniques to manage banks. Major topics include operations, mechanics, and structure of banks, performance evaluation of banks, asset-liability management, management of various kinds of risks, such as, interest rate risk, price risk and liquidity risk, fund management, bank regulations and international banking.

FIN5213 Credit and Market Risk Management (3 Credits)

Prerequisites: FIN5201

Credit risk is one of the major risks faced by financial institutions. Market risk is the risk that asset prices

will change due to adverse movements in market conditions. It includes effect of interest rate risk, foreign exchange risk, equity risk and other financial risks on the trading portfolio of the financial institution. Course deals with identification, measurement, and management of credit risk and market risk using internal and external rating systems, credit risk models, and value at risk applications. Issues of regulation and compliance are also discussed.

FN5214 Risk Management and Insurance (3 Credits)

Prerequisites: FN5201

The goal of risk management and insurance is to minimize the adverse consequences of variability. Students will study topics such as the general principles of risk management and insurance, factors affecting risk, operations of insurance organizations, marketing systems, underwriting, rating, and personal decision processes in selecting risk management options.

FIN5215 Investment Banking (3 Credits)

Prerequisites: FIN5201

The course provides a study of investment banking activities, including their regulatory, institutional and market environments, with extensive reference to the global marketplace.

Students will learn the analysis of the main investment banking services with emphasis on the mechanics and economics of the issuance process. Analysis of the market for new issues and appraisal of their spread and price performance will be provided. Consideration of ethical, technological and diversity issues in investment banking operations will be made.

FIN5260 Selected Topics in Finance (3 Credits)

Prerequisites: FIN5201

The course involves study and research on contemporary issues in the area of finance at an advanced level. Topics vary according to the interests of the student and instructor. These topics may be from areas of Corporate Governance, Mergers and Acquisition, Small Business Finance and Development, Oil and Gas Project Evaluation and Management, Financial Market Structure, or from other areas of Finance.

INFORMATION SYSTEMS AREA

IFS5201 Management Information System (3 Credits)

Prerequisites: MBA Standing

This course provides a broad overview of the key managerial issues relating to development and usage and components of information systems in an organization. It also discusses the effects of advances information technology on business functions. Outlining strategy for corporate growth based on effective & efficient use of information systems. Analyzing business problems and developing relevant information systems solutions, understanding how information systems can be used to transform business processes and provide more effective management control and decision making systems.

MANAGEMENT AREA

MGT5200 Business Communication (3 Credits)

Prerequisites: MBA Standing

The course focuses on business communication skills in organizations; particularly writing concise and error-free business documents, interpersonal communication, small-group communication, and presentational speaking in a business context. These skills are almost universally identified as values critical to success in management. Issues considered include coherence, clarity, style, tone, empathy, and other basic elements in communication success. The course also develops understanding of communication theories, describes strategies for planning managerial communications and looks at how new technologies are changing the way people in business communicate, and the implications those changes have for organizations.

MGT5201 Organizational Behavior and Leadership Ethics (3 Credits)

Prerequisites: MBA Standing

The way people interact and are led in organizations affects the quality of work life and the overall effectiveness of organizations, including the ethical culture that develops within organizations. The

material in this course exposes students to some of the main themes associated with managing and ethically leading people, such as attitude, personality, values (including trust), ethical dilemmas, organization culture, human relations psychology, and the role of group behavior in organizations. This core course also includes issues associated with motivation and job satisfaction, power (abuse) and empowerment, organizational politics and corruption, teamwork, organization change, interpersonal/organizational communication, and the critical role that leadership plays in organization success in today's global business world.

MGT5206 Leadership and Motivation (3 Credits)

Prerequisites: MBA Standing

This course covers how the role of leadership and motivation influences the nature, resources, strategies, and models of complex organizations. It uses case analysis to examine process of managerial leadership, motivation, and interpersonal relationships in work groups and their influence on organizational effectiveness.

MG5207 Human Resources Management (3 Credits)

Prerequisites: MG5201

This course deals primarily with activities that directly affect how employees are brought into the firm and how they are treated while they are employed. These activities include selection, training and development, performance evaluation and management, reward and compensation, labor relations, working conditions, among other related issues.

MGT5211 International Business (3 Credits)

Prerequisites: FIN5201, ACC5202, MGT5201, MKT5201

To know the patterns to do business internationally is mandatory in professional life. The course is designed to provide an overview of current international business patterns and to gain an understanding of the social systems within countries and how these systems affect the conduct of business. Students learn the major theories explaining international business transactions and the institutions influencing the activities. Students will gain an understanding of the

concerns and management of international activities. The course will provide insight into the variety of ways in which international business may evolve in the future in the context of changing markets.

MGT5212 Decision Making (3 Credits)

Prerequisites: MGT5201

This course focuses on ideas that can be used in business to understand decisions. Generally, the course examines ideas of rational choice, identity, appropriateness, and history-dependent rules. It also examines decisions made in the face of inconsistency in preferences or identities. Possibilities for decision engineering will be covered in more detail.

MG5225 Hospitality Management (3 Credits)

Prerequisites: MBA Standing

This course examines the theories and research concerning human resources management within the hospitality industry. This includes issues from international human resource management, strategic control and performance management, industrial relations, compensation and benefits, and internal client service issues.

MGT5227 Change Management (3 Credits)

Prerequisites: MGT5201

This course serves as an introduction to managing change in organizations with an emphasis on developing the students' ability to understand the necessity of change in organizations. Upon completion of the course students will be able to understand the conceptual and theoretical underpinning of change in different organizational contexts. Students will also learn how effective change management helps an organization gain competitive advantage and understand the skills needed to manage change effectively.

MGT5229 Competitive Advantage Strategy (3 Credits)

Prerequisites: MGT5201

This course uses Porter's model of competitive advantage to understand the dynamics of the competitive environment. Drawing on case examples, the course outlines the core concepts of Porter's

theory with particular reference to the importance of the Diamond model of competitive advantage. Cluster mapping methodologies are employed to understand the dynamics of competitive advantage, emphasizing the importance of corporate and government collaboration to achieve sustainable competitive advantage.

MGT5230 Innovation Management (3 Credits)

Prerequisites: MGT5201

This course provides an essential insight into the area of innovation management. Once seen as a luxury, innovation is now a key part of the toolkit of the successful business. The class covers issues such as risk management, managing the research and development process, intellectual property management, integrating innovations into existing operation, the marketing of new products and technology transfer.

MGT5232 Leadership and Corporate Governance (3 Credits)

Prerequisites: MGT5201, FIN5201

This course intends to promote understanding of corporate governance as an institutional framework providing shareholders a safe return on their investments. The participants will gain the capacity to analyze the economic background of the compensation practices and get exposed to corporate governance regulations and practices in different countries. The course provides deep involvement of students in assessing the costs and benefits of better corporate governance standards that will help making reasonable decisions to protect investors' rights.

MGT5233 Leadership and Organizational Design (3 Credits)

Prerequisites: MGT5201

This course intends to develop basic understanding of organizational theory and enables students to apply the knowledge acquired to help organizations in solving their current problems. Students will also be equipped with critical and analytical toolkits to assess organizations' structure and its impact on the organizational effectiveness. Thus, students will understand how to design and change organizational structures to achieve superior performance and be able to analyze the organizations from the leadership and managerial viewpoint.

MGT5250 Strategic Management (3 Credits)

Prerequisites: All other required courses

This course focuses on the strategy of the firm, examining issues central to its short-term and long-term competitive position. Students are placed in the role of key decision makers and asked to address questions related to the creation or retention of competitive advantage. The initial focus is on industry analysis and identifying opportunities for competitive advantage followed by recognition of firm-specific capabilities or core competencies that contribute to competitive advantage, followed by exploring ways to use those distinctive competencies to establish sustainable competitive advantage(s) in the marketplace. Students will have an opportunity to understand and apply different techniques, tools, and approaches necessary for identifying a company's key factors for success. This is a case-based course, and students will research and formulate a thorough environmental analysis and strategic plan as a requirement for this course.

MGT5260 Selected Topics in Management (3 Credits)

Prerequisites: MGT5201

This course examines specific contemporary issues in management at an advanced level. Topics vary according to the interests of the students and the instructor.

MARKETING AREA

MKT5201 Marketing Management (3 Credits)

Prerequisites: MBA Standing

This course introduces students to analytical and organizational principles underlying marketing oriented philosophies. The main objective is to help students develop the understanding and skills necessary for marketing success in the future. Practical perspectives are integrated in the course using a mix of teaching styles, including case studies, discussions, and class exercises. This course will prepare students to operate in the complex and dynamic marketing environment in the future to identify and respond to opportunities in the market. This course is also aimed at cultivating a global view of the Kazakhstan market, including exploring marketing opportunities around the world to compete internationally and work in the multicultural environment.

MKT5202 Advanced Marketing Management (3 Credits)

Prerequisites: MKT5201

This course offers students the opportunity to broaden their understanding of marketing management by dealing with strategy development and its implementation. Students will learn how to design imaginative yet well-grounded strategies that match corporate objectives, and which are appropriate in terms of corporate resources, the operating environment and the target public. Students learn to apply strategic knowledge to practical problems in a creative and analytical manner; frequent use of cases will give ample practice in realistic implementation. The course discusses well-established marketing themes such as effective services marketing, ethical issues in marketing, corporate social responsibility, relationship marketing, and Internet marketing. Newer marketing ideas such as customer co-creation and environmental issues will also be discussed.

MKT5203 Consumer Behavior and Marketing Strategy (3 Credits)

Prerequisites: MKT5201

The aims of this course are to provide the student with a basic understanding of the importance and real influence of consumers on marketing strategy. The course emphasizes the practicality of behavioral sciences' theories as demonstrated by consumer behavior by examining how these concepts can be used by marketing practitioners to develop and implement effective marketing strategies.

MKT5204 Integrated Marketing Communications (3 Credits)

Prerequisites: MKT5201

The main goal of this course is to introduce students to the main concepts of marketing communications strategy. This course anticipates the needs of future marketing managers who are able to lead company's communication. By the end of this course students are able to define and develop company's marketing communications strategy based on corporate attitudes and values.

MKT5205 Services Marketing (3 Credits)

Prerequisites: MBA Standing

Services' marketing introduces students to state-of-the-art research and practice in services marketing. This course emphasizes discussion of the field's most current services marketing concepts, principles, and theories. Application of services marketing concepts to actual business situations is through case analysis and outside projects.

MKT5206 Marketing Research (3 Credits)

Prerequisites: MKT5201

This course explores the use of marketing research as an aid to making marketing decisions. Specifically, this course addresses how the information used to make marketing decisions is gathered and analyzed. This course is designed for all marketers, both those who will use market research results and marketing researchers.

MKT5210 International Marketing (3 Credits)

Prerequisites: MKT5201

This course enhances the knowledge and skills gained during previous courses. The course examines companies operating in international markets, where competition is not limited to local producers offering competitive products. Students learn different models of entry into new markets and the differential application of customization versus standardization strategies.

MKT5213 Event Marketing (3 Credits)

Prerequisites: MKT5201

Event marketing requires a well-planned strategy that allows the corporate marketing partner to communicate with its target market through an event in ways that go beyond the sponsorship package. This course introduces the most effective tools for conducting every phase of a successful, integrated marketing campaign for events, from conferences and expositions to fairs and festivals. It explains the powerful forms of promotion, advertising, and public relations that are needed to attract broad attention, motivate people to attend, and achieve the desired goals of an event.

MKT5214 Strategic Brand Management (3 Credits)

Prerequisites: MKT5201

This course addresses important branding decisions faced by organizations. The objectives are: to increase the students' understanding of important issues in planning and evaluating brand strategies; to highlight appropriate theories, models, and other tools that enhance branding decisions; and to provide a forum for students to apply these principles. Particular emphasis is on understanding the customers' psychological principles, resulting in improved managerial decision-making regarding brands. The course will make these concepts relevant to most types of organization (public or private, large or small). During the course students will be introduced to the theoretical concepts of branding and brand management. Interactive learning integrates theory into practice through case studies, analysis of video materials, and analysis of brand strategies for the company operating in Kazakhstan and its presentation.

MKT 5221 Tourism Marketing

Prerequisites: MKT5201

This course enables the student to understand the nature of the tourism and hospitality industry. It also provides students with a strong foundation in the field of tourism marketing as well as the essential business skills to enhance this exciting field of marketing.

MKT5260 Selected Topics in Marketing (3 Credits)

Prerequisites: MKT5201

This course examines specific contemporary issues in marketing at an advanced level. Topics vary according to the interests of the students and the instructor.

OPERATIONS MANAGEMENT AREA

OPM5201 Quantitative Methods for Decision Making (3 Credits)

Prerequisites: MBA Standing

The course aims to develop the student's ability to understand and apply basic quantitative and statistical methods in business and economics. It will cover such

important topics as elements of the probability theory, sampling surveys, statistical modeling, hypotheses testing, non-parametrical methods, regression analysis, analysis of variance, decisions making and time-series forecasting, including the neural network approach.

OPM5202 Operations Management (3 Credits)

Prerequisites: OPM5201

This course helps students to develop the skills and concepts needed to ensure the ongoing contribution of a firm's operations to its competitive position. It helps them to understand the complex processes underlying the development and manufacture of products as well as the creation and delivery of services. The students will understand the importance of production and operations management in all organizations. The course covers such areas as P/OM integration in the organization, productivity, forecasting, total quality management, product planning, capacity planning, scheduling, production layout, project planning, world-class manufacturing, just-in-time operations, time-based competition, business re-engineering and operations strategy.

DOCTOR OF BUSINESS ADMINISTRATION COURSES

RESEARCH METHODOLOGY AND ECONOMETRICS

BUS 6301 Research Methods I (3 credit hours)

The concept of rank and methods of solving systems of linear equations will be considered. The course will give also main concepts of the probability (some often used discrete and continuous models), and univariate statistics (random variables, samples, central limit theorem, point and interval estimators including MLE and GMM, parametrical and non-parametrical hypotheses testing, ANOVA, ANCOVA, and regression analysis).

BUS 6302 Research Methods II (3 credit hours)

Prerequisites: BUS6301 Research Methods I

The course gives important concepts of matrix algebra (Eigen-values, Eigen-vectors, spectral decomposition, square-root matrix, etc.), multivariate normal

distribution (parameters estimation, hypotheses testing, MANOVA, MANCOVA, etc.), multiple multivariate linear regression, logistic regression, principal components and factor analyses, canonical correlation analysis, discriminant analysis and clustering.

BUS 6303 Econometrics (3 credit hours)

Prerequisites: BUS6301 Research Methods I

This course is designed to build a solid background in econometric theory and its applications to economic and business problems. It provides the necessary background to perform empirical studies by focusing on conceptual skills in basic and multivariate linear regression models, simultaneous equation systems, stationary and non-stationary time series analysis, panel data analysis, and policy evaluations.

MAJOR AREA: ACCOUNTING

ACC6301 Accounting Research (3 credit hours)

Prerequisites: None

This course discusses the nature of scientific theories and the development of modern accounting theory as it relates to accepted theories in economics and finance. This course introduces students to major areas of accounting research and research methods. During this course, students develop substantial skills in absorbing and critically evaluating contemporary accounting research.

ACC6302 Accounting Related Capital Markets Research (3 credit hours)

Prerequisites: ACC 6301 Accounting in Research

This course focuses on research evaluating the usefulness of accounting information for valuing equities securities. The course builds a foundation for conducting accounting related capital market research.

ACC6303 Management Accounting Research (3 credit hours)

Prerequisites: ACC 6301 Accounting in Research

This course focuses on theoretical foundations and empirical testing of current management accounting issues.

ACC6304 Judgment and Decision Making in Accounting (3 credit hours)

Prerequisites: ACC 6301 Accounting in Research

This course introduces the major areas of inquiry in judgment and behavioral decision making research in accounting. The course focuses on major theoretical and methodological issues and assesses the practical implications of the research.

ACC6305 Special Topics in Accounting (3 credit hours)

This course focuses on intensive study and critical examination of special topics, contemporary or emerging as an interest in accounting. These topics may include, but not limited to international accounting, taxation and etc.

MAJOR AREA: FINANCE

FIN6301 Theory of Finance (3 credit hours)

Prerequisites: None

The course engages intensive study and critical examination of modern finance theory, emphasizing the integration of firm investment and financing decisions under certainty and uncertainty, as well as, under perfect and imperfect capital markets. Major topics may include, but are not limited to, asset pricing and valuation, capital budgeting and real options, capital structure and dividend policies, capital market efficiency, information asymmetry and agency theory, term structure of interest rates, option valuation, international parity relationships, etc. Empirical studies that have bearing on modern finance theories are also explored.

FIN6302 Research in Finance (3 credit hours)

Prerequisites: BUS 6301 Research Methods I+BUS6302Research Methods II+BUS 6303 Econometrics +FIN 6301Finance Theory

In this course, students acquire knowledge and research skills necessary to conduct original and applied financial researches. Students will master empirical and analytical research skills in the studies such as financial information and capital market behavior, problem of information asymmetry in financial markets, pricing and valuation of assets and

claims, financial decision making of firms and financial intermediaries, and other wide spectrum of empirical testing and development of theoretical models using advanced econometric tools and statistical methods.

FIN6303 Corporate Finance (3 credit hours)

Prerequisites: FIN 6302 Research in Finance

The course focuses on intensive review and study of theories and practices of corporate financial policies and strategies. Areas of study include complex capital budgeting under certainty and uncertainty, valuation of projects and firms, capital structure and cost of capital, dividend policy and stock repurchases, corporate risk management, mergers, acquisitions and corporate restructuring, working capital management, corporate governance and control, agency conflicts, information asymmetry, etc. Case study may be utilized to examine, analyze, and integrate corporation decision-making. Also, theoretical and empirical literature on corporate finance issues will be reviewed.

FIN6304 Financial Markets and Institutions (3 credit hours)

Prerequisites: FIN 6302 Research in Finance

The course focuses on intensive review and study of the financial environment, including securities, markets, and institutions. Emphasis is on interest rate determinants, fixed income, equity and derivative securities, and the operations and management of all types of financial intermediaries. Theoretical and empirical literature on models and behavior of financial intermediaries, structure and regulation, interest rate theories, financial markets, and the impact of macroeconomic policies and procedures on financial markets and institutions are explored. Regulatory structure over capital markets and institutions, market developmental issues, market microstructure issues, creation of capital market infrastructure, and impact of globalization and technological development are also discussed.

FIN6305 Special Topics in Finance (3 credit hours)

This course focuses on intensive study and critical examination of special topics, contemporary or emerging as an interest in finance. These special topics may include but are not limited to international

finance, financial derivatives, risk management, financial engineering, real estate finance, etc..

MAJOR AREA: MANAGEMENT

MGT 6301 Business and Entrepreneurship (3 credit hours)

Prerequisites: None

The purpose of this course is to provide DBA students a solid knowledge about business and industrialization history of different developed countries. It will prepare them for taking future leadership in entrepreneurial activities and steer economic development of the country. Topics will cover history of industrial development of leading industrial countries in the world, different economic systems, different governance systems, and different national business system from a global perspective. The Japanese Keiretsu, Korean Chaebol, Italian Industrial Clustering, and German Corporatism concepts will be discussed in details and lessons for emerging countries will be identified. From an entrepreneurial perspective, it will include issues related to new business identification, small business financing, capital budgeting tools, project management and evaluation techniques, market research, product pricing, technology innovation and management for new venture creation in an emerging economy context.

MGT 6302 Organizational Behavior and Leadership Theories (3 credit hours)

Prerequisites: None

Organizational Behavior is a field of study that is primarily concerned with understanding individual and group behavior in work organization. The OB course is designed to explore in depth the core body of literature that constitutes organizational behavior and to investigate the central debates, methodological issues, ethical concerns, and other contemporary concerns within the field at an advanced level. In addition, participants are expected to be able to apply these theories to the design, assessment, reengineering, and adaptation of systems and processes that will ensure the maximum organizational, group, individual, and technological performance. This course also will enable students to understand the history and development of leadership theories. Emphasis will be given on ethical responsibilities of leadership and

learn how, as leaders and followers, actively engage in change process to create a better organization and society.

MGT 6303 Management and Organization Theory (3 credit hours)

Prerequisites: MGT 6302 Organizational Behavior and Leadership Theories

The objectives of this course are to (1) familiarize student with seminal works and theories of management and organization studies, (2) identify the research gaps in existing literature and recommend future research opportunities. The student will study elements of theory and model development from macro and micro perspectives. The intent will be to understand how these different concepts of modern business organizations are meant and shape the generalist point of view into management theory and practice in both a national and global context. The classical management theories, cultural theories, institutional theories, regulation theories, modernism and post-modernism debate, Fordism, Toyotism, TQM, Six Sigma, Lean Production, etc. will be included in this course. Further it will look into grounded theory approach to understand the development of new theories and approaches in management and organization analysis.

MGT 6304 Strategic Management and Competitiveness Analysis (3 credit hours)

Prerequisites: MGT 6301 Business and Entrepreneurship

Students will explore current academic research in strategic management and global competitiveness of business organizations. This course examines the standard models of mission, vision, policies, procedures, resources, competencies, capabilities, control, and evaluation of organizational strategies, and their impact on organizational performance. For competitiveness analysis, it will look into industrial clustering and competitiveness, the competitive and comparative advantages of nations, social capital, the diamond theory, the network theories, social structures and capabilities of markets, and international competitiveness from a global perspective.

MGT 6305 Special Topics in Management (3 credit hours)

This course will look at intensive study and critical examination of any emerging area of management studies. The topic will vary depending on the interests of the students and course instructor.

EXECUTIVE MBA PROGRAM COURSE DESCRIPTIONS

COURSE 1. FOUNDATION MANAGEMENT

This course provides an overview of the philosophy and practical applications of research. Students will learn the methodological processes one should take in order to produce valid and reliable data that can be used in decision making in both professional and personal life. Through the learning of the processes students will be better able to critique and analyze secondary data, understand what constitutes empirical data, and know how to conduct an independent study that will produce the results students need.

Module 1. Research Methodology

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Explain, in both theoretical and practical terms, why research is important and different from “street-smart” approach.
- Design independently and administer study.
- Differentiate between qualitative and quantitative research and the pros and cons attached to each.
- Develop research plans that produce valid and reliable results.
- Analyze and critique secondary and primary data and produce final report.

Module 2. Organizational Behavior and Development

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Analyze business theories, markets, and reporting practices in organizational development;
- Apply organizational development theories and best practices;
- Assess culture and change management in organizations;

- Evaluate strategic management and critical thinking in organizations; manage data; apply systems theory and design to organizations;
- Communicate effectively;
- Analyze ethical and legal responsibilities in organizations and society.

COURSE 2. MANAGEMENT CORE CONCEPTS

The course examines market behavior and focuses on actions of real consumers. The course analyzes how market behavior impacts on production, competition, monopolies and oligopolies. The principles of macroeconomics and microeconomics are reviewed. The course provides students with the ability to understand and utilize economic information relevant to management decision-making in domestic and multinational companies based in Kazakhstan.

Module 3. Applied Managerial Economics

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe a simple circular flow model and the national accounts (i.e. components of Gross Domestic Product).
- Analyze the role of interest rates in determining components of GDP, with particular attention on the “investment function.”
- Determine the role of interest rates in determining the demand and supply of “money.”
- Analyze how “fiscal” and “monetary” policies will affect the model, allowing us to predict patterns of interest rate changes.

Module 4. Finance & Accounting: Theory and Applications

This module surveys the basic concepts and tools of Accounting and Finance.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe and synthesize the main concepts and describe issues of the modern financial systems including financial markets and financial institutions.
- Describe and evaluate theoretical grounds for such concepts as time value of money, bond and stock valuation, net present value and investments valuation will be discussed along with the emphasis

on practical skills of problem solving by students.

- Describe and analyze the underlying principles making it possible to account for business/ financial transactions in numeric sense.
- Describe and analyze financial statements, and
- Be able to analyze and interpret different types of financial statements.

COURSE 3. LEADERSHIP DEVELOPMENT

The purpose of Leadership at the graduate level is designed to prepare the, mid to senior level managers to understand different leadership theories, maximize their preferred style of leadership and to differentiate leadership applications. Students will have the opportunity to practice and further develop their leadership styles as well as to identify and form strategies for dealing with conflicting leadership styles. Ethics part of the course will emphasize the individual as decision-maker and focus upon ethical issues and dilemmas facing managers in most business organizations. The specific objectives of the course are to raise students’ general awareness of ethical dilemmas at work, to place ethical issues within a management context subject to analysis and decision-making action, and to enhance and improve the ability of students to reason toward a satisfactory resolution of an ethical dilemma.

Module 5. Leadership and Ethics

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe a number of management theories and distinguish between them.
- Articulate what leadership is and what good leaders do.
- Discriminate between individual, team and organizational leadership roles and activities.
- Explain several key theories of motivation and how they might apply practically.
- Identify organizational, personal, cultural issues that impact on Ethics as leaders; recognize cultural differences that leaders must accommodate in order to lead culturally diverse work teams.
- Identify contemporary challenges facing leaders and some potential strategies to manage these challenges; apply critical thinking and problem solving skills to the analysis and resolution of leadership problems and Ethics in studies.

Module 6. Business Intelligence Applications

This module explores issues associated with Information Technologies (IT) in managing a business. Tools and techniques that enable the management of businesses within a corporate setting are covered. Participants will learn to design and develop relevant databases for the company in both an international and local context. In particular, the role IT plays in developing business systems is emphasized. Systems concepts utilized in developing business models, data storage, data handling, data quality, data integrity and data validation concepts are discussed to illustrate how to develop and manage a relational database. Methods and issues in managing data security, data quality, master and transaction file management are also covered.

The module then explores data mining operations and techniques for knowledge management with appropriate software tools. Finally, applications in computer information systems design that address database management, data quality, data handling, data mining and inference for knowledge management are also covered.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Define an IT/MIS-related key concepts.
- Analyze and write a short critique of an element of the IT/MIS literature in the area of his/her interest;
- Create a clearly stated problem statement; demonstrate and document the problem solving process;
- Evaluate contemporary issues in IT/MIS and their impact on IT/MIS problems in an organizational setting.
- Make a presentation, written or verbal business reports that demonstrate their capacity of critical thinking.

COURSE 4. DECISION MAKING

This course delivers to learners the classical methodologies and techniques for different types of decision making including financial, management and economic decisions. Decision making is an essential leadership skill, thus the course will enhance learners ability to learn how to make timely, well-considered decisions, empowering and increasing the learner's ability to lead a team to well-deserved success.

Module 7. Management Control System

The objective of this module is to provide the participants with a thorough understanding of the Management control structure and processes in firms, specifically in the implementation of control instruments in organizations. Also discussed are the accounting and financial control systems as a part of the overall control system with emphasis on the financial information and feedback of organizational performances as well as human behavior aspects of management control.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe and analyze the basic terminology, tools and techniques of financial accounting and the impact of those tools and techniques on financial statements;
- Identify different types of accounting statements;
- Prepare and explain financial statements, as well as to demonstrate problem solving skills through different types of accounting cases and problems;
- Apply financial accounting tools and techniques in decision-making processes;
- Describe the underlying concepts, techniques, analyses and methods by which the accounting functions support management decision-making.

Module 8. Financing and Investment Decision Making, 3 credits

The module examines in detail financing and investment decisions, and their interrelatedness. The overall goal is to obtain a comprehensive and in-depth perspective of the area of Financial Management. Special emphasis is given on integration of the concepts of financial management into a total systems approach to business decision-making. Major topics include financial analysis and planning, valuation, capital budgeting, capital structure, dividend policy, working capital management, mergers and acquisition, hybrid financing, bankruptcy, multinational financial management, and risk management.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe and analyze the foundational theories of Corporate Finance related to Financing and Investment decisions.

- Analyze the business reports and evaluate the financing and investment decisions of the organization.
- Describe and synthesize current investment decision making methodologies of the organization.

COURSE 5. GLOBAL PERSPECTIVES

This course enhances the individual's ability to understand his or her condition in the community and the world and improves the ability to make effective judgments. It includes the study of nations, cultures, and civilizations and their impact upon business interactions throughout the world with a focus on understanding how these are all interconnected and how they change, and on the individual's responsibility in this process. It provides the individual with a realistic perspective on world issues, problems and prospects, and an awareness of the relationships between an individual's enlightened self-interest and the concerns of an organization as a whole.

Module 9. Global Logistics and Supply Management

The module focuses on managing resources in service and production operations environments for globalization and outsourcing for competitive advantage from a strategic viewpoint. Participants will learn how the value chain and lean synchronization improves SCM design. The module builds a solid foundation in designing SCM networks, process design, capacity assessment and operations network configuration in SCM. The role of location and distribution networks, customer handling, order fulfillment and service quality design in SCM are identified. Participants will understand the applications of strategic forecasting, inventory flow, MRP, vendor selection and evaluation, purchasing and subcontracting, contract preparations, management of integrated project planning and financial analysis for global strategy formulation.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe and analyze the relationship between operations and a competitive advantage in the marketplace.
- Identify the issues related to designing and managing operations and the techniques used for that identification.

- Describe and develop techniques to analyze your quantitative reasoning ability.

Module 10. Strategic Marketing

In this module, students learn to develop and implement effective marketing strategies: the identification of target markets and creation of competitive advantage. Strategic marketing, as a process of creating market-driven strategies, contributes to the further refinement of students' abilities and skills, development of core strategy and competitive positioning.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe and analyze the key concepts in strategic marketing and assess their relative importance.
- Describe and analyze external environment and impact on organization's marketing competitiveness.
- Describe and synthesize the tactical marketing methodologies for implementation within the workplace.
- Describe and apply the elements of marketing strategies at different product life cycle stages within the organization.

Module 11. Global Business, Innovation and Risk Management

The module introduces the student to the "real world" of international business and covers the theory and practice of international business since the political transformations in the world in the 1980s/1990s. The areas covered are globalization, country factors, global trade and investment, global monetary system, regional economic integration (Americas, Europe, Asia Pacific and others), strategy and organization, joint ventures and strategic alliances, international business operations such as export and import management, global manufacturing, global marketing, global human resource management, international accounting and financial management and their implications for business. Case studies of international, multinational and global enterprises and practical managerial applications in Kazakhstan and neighbor CIS countries are part of the course.

The module also provides comprehensive analyses and insights in risk management performed by corporations and financial institutions. The course will focus on case studies and discussions in order to

study the fundamentals of financial risk management. It covers techniques to identify, measure, and manage financial risk, as modern financial markets and regulation require. Specifically, topics of discussion will include the development of Value-at-Risk and stress-testing, the management of exchange rate risk, interest rate risk, credit risk, liquidity risk, operation risk and integrated risk. We covers risk management applications of forwards and futures, option strategies, swap strategies, as well as credit derivatives and learn the pros and cons of many derivative securities. Students will be exposed to various risk management issues in today's marketplace.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe and define the current trend of globalization.
- Describe and analyze current and classic theories for trade and internationalization of firms.
- Identify the global influences of multinational bodies (IMF, World Bank, WTO).
- Identify and evaluate trends in regional economic integration.
- Describe and evaluate the impact of government intervention on business.
- Identify and analyze the international monetary and exchange rate systems.
- Identify appropriate global strategy and organizational options.
- Describe and assess the firms' tactics methodologies to enter and operate in the international markets.
- Identify and analyze challenges in international marketing.
- Identify and synthesize strategic approach and applicability of the risk management.
- Identify and apply strategies implications for managing: market risk, credit risk, and liquidity risk.
- Analyze and assess operational and integrated risks.

COURSE 6. INTERGRATIVE CONCEPTS

This course covers the decisions and actions by top management for the objective of formulating and implementing short and long-term plans that determine organizational performance, role of top management decision-making in establishing the firm's mission, strategic analysis of alternative actions,

and evaluation of external and internal environmental conditions, industry characteristics, and organizational capabilities in determining the strategy of the firm for the 21st century. Control systems are also covered with emphasis on new management practices. The course integrates the different business disciplines for the purpose of developing the student's strategic decision-making skills. The focus is on (complex) case studies, strategic thinking, project management, the use of quality to improve performance and assignments related to the development of top management.

Module 12. Strategic Management and Business Policy

Intended learning outcomes are aimed at developing by students the appropriate conceptual frameworks for approaching the main management decisions connected with the strategy. The study of strategic management emphasizes the monitoring and evaluating of external opportunities and threats in light of a corporation's strengths and weaknesses.

Intended learning outcomes:

After successful completion of this module, learners will be able to:

- Describe and analyze methodologies of strategic management process.
- Formulate and implement of corporate, business, and functional strategies;
- Identify and evaluate the principle driving forces that will shape the future of international competition.
- Analyze and evaluate corporate governance issues pertinent to an organization.
- Analyze and formulate tactical decisions in business-level strategy.
- Synthesize, select and justify an appropriate business strategy, and use it in strategic audit of a company.

Module 13. Integrated Business Research Project

Completion and defense of the Integrated Business Research Project (IBRP) - ExMBA Thesis is an integral part of this course. This required individual IBRP weight is 3 credits. The description as follows: under the supervision of his/her academic adviser or full-time faculty, the participant completes an individual research project in an area of interest, which may include domestic or international business

applicable to Kazakhstan and/or CIS countries. The research proposal should be submitted to the EMBA faculty / adviser specializing in the area of interest. The research work may also include theoretical and practical aspects, conclusions and recommendations. ExMBA Thesis consists of the following two parts:

Part I: Strategic Audit of an Organization
 Preferably, company of current employment; however, it may be company of past employment, or other organization.

Part II: Research Projecting an Area of Interest:
 Business Studies Areas: (i) Accounting; (ii) Finance; (iii) Management; (iv) Marketing; (v) Information Systems; (vi) Operations Management and/or any other relevant area of Business Studies.

Intended Learning outcomes

The primary purpose of the thesis work is

- To enhance and apply the body of knowledge acquired by a student in the ExMBA program.
- To share this knowledge with interested parties in the society.
- To transfer the acquitted knowledge to the work place.

These purposes are accomplished through an in-depth investigation of a particular business issue and dissemination of the findings.

COLLEGE OF SOCIAL SCIENCES

FOUNDATION COURSE

CSS5000 Critical Thinking and Writing

Prerequisites: None

This course is designed to prepare you for the writing of a masters thesis by addressing the challenges common to graduate research writing. Students will learn how to analyze and present valid arguments. Practice includes developing writing skills that enable students to clearly present claims to support their conclusions and avoid reinforcing biases. Topics addressed include the relationship between critical thinking and clear writing, credibility of sources, rhetorical devices, fallacies, unclear or misleading language, and the characteristics of various types of arguments.

ECONOMICS AREA

ECN5012 Econometrics I (3 Credits)

Prerequisites: None

Econometrics deploys economics, mathematics and statistics to specify economic relationships that help people forecast and make decisions. The course presents basic concepts in applied econometrics, such as probability distributions, hypothesis testing, correlation and regression analysis.

ECN5013 Econometrics II (3 Credits)

Prerequisites: ECN5012

This course extends Econometrics I. It considers, in detail, violations of assumptions that guarantee the value of classical linear regression. The course also presents several topics in estimating single equations: Distributed lag models, causality problems, logit and probit models, and dummy variables. We also analyze simultaneous equation models and methods. Finally, the course briefly introduces time series analysis. Students practice their skills with a user-friendly statistical package, Eviews.

ECN5021 Microeconomics I (3 Credits)

Prerequisites: none

This course covers consumer and producer theory; welfare measures; and comparative statics as well as general equilibrium analysis. Students analyze economic structures with perfect information, enforceability, limited market power and no externalities.

ECN5022 Microeconomics II (3 Credits)

Prerequisites: ECN5021

This course extends analysis of economic equilibria by incorporating time, uncertainty and asymmetric information in the presence of externalities and of market power.

ECN5031 Macroeconomics I (3 Credits)

Prerequisites: none

This course treats, with rigor, standard macroeconomic theory. It dissects Keynesian theory by integrating product and financial markets (i.e., the IS-LM model). The course also views Monetarist and the New Classical

(Rational Expectations) models through the prism of choice theory. Other topics include: Stabilization policy with international linkages, the aggregate production function, and economic growth.

ECN5032 Macroeconomics II (3 Credits)

Prerequisites: ECN5031

This course deepens your knowledge of such macroeconomic issues as inflation, unemployment, the business cycle, and economic growth. It uses math to present theory and empirics.

ECN5142 International Trade (3 Credits)

Prerequisites: ECN5021

This course covers the basic theory of trade, including gains from exchange and specialization; factor and goods prices; tariffs; imperfect competition in trade; distortions in commodity and factor markets; and economic integration. . Topics include: Ricardian theory of comparative cost; the Heckscher-Ohlin model and the impact of factor abundance on trade; increasing returns and product differentiation; factor movements; commercial policy -- tariffs, quotas, export subsidies, and infant industries; international oligopoly and strategic trade; and economic integration, exemplified by free trade areas and customs unions. The course complements one on international finance but can be taken alone. A basic undergraduate course in trade would be useful although not necessary. Students should also have had an undergraduate course in intermediate or advanced microeconomic theory. The course deploys calculus and basic statistics.

ECON5143 International Finance (3 Credits)

Prerequisites: ECON5031

This course deals with macroeconomics, financial markets, and monetary institutions, all from an international point of view. The field is eclectic, so the course can cover only a few theoretical topics: The balance of payments; international asset markets; and the exchange rate. The course concludes with contemporary policies in the international monetary system. The course complements International Trade (ECON5142) but can be taken alone. Students should have had undergraduate macroeconomics and microeconomics. Basic undergraduate courses in

international trade and finance, as well as in money, would be useful. The course will use calculus and basic statistics.

ECN5226 Industrial Organization (3 Credits)

Prerequisites: ECN5022

The study of industrial organization is important for understanding industrial economics and corporate behavior. It is also essential for students aiming to serve the industrial sector of the economy. The course focuses on an empirical and theoretical examination of the structure, conduct, and performance of firms and industries at the micro and macro level. What determines the market structure and how is it measured? How do firms in an industry behave or perform in a given market structure? The course emphasizes production and cost functions; productivity growth; technical change and technical efficiency; corporate investment; dividend policy; and financing behavior. Major topics include the theory of the firm; profit maximizing and growth maximizing models; price and output determination under different market structures; and measures of market structure and market performance.

ECN5261 Public Economics I (3 Credits)

Prerequisites: ECN5021

This course examines the role of the public sector in the economy. It analyzes the behavior of the public sector and the incidence of its attempts to fulfill allocation, distribution and stabilization functions. It begins by asking the central questions of whether or not markets work, and if not, what is to be done about it. It discusses the market failures -- externalities, public goods, imperfect competition and asymmetric information -- that arise when competitive markets cannot give a socially desirable outcome. Topics may include the provision of public and private goods; collective decision-making; taxation -- tax incidence, equity, efficiency, and optimal taxation; theory of and evidence on government expenditure policy; redistribution and welfare policy; social cost-benefit analysis; fiscal aspects of macroeconomic theories; and local government. This would be a good course for students interested in: 1) generally, the economist's view of the appropriate roles for government within markets; 2) specifically, in the analysis and institutional background of government programs and initiatives --in both expenditures and taxation.

ECN5296 Labor Economics (3 Credits)

Prerequisites: ECN5021

This course develops theoretical models of the labor market, presents related empirical research, and discusses policy applications. Topics include labor supply, labor demand, market equilibrium and compensating wage differences, investment in human capital, and cyclical unemployment. Additional topics may include labor unions, minimum wage laws, compensation policies and productivity, wage indexation, and discrimination and equal-opportunity laws.

ECN5334 Monetary Economics (3 Credits)

Prerequisites: ECN5032

This course first covers such basic concepts as the demand for and supply of money. It consists of three parts: Theory of Money, Monetary Macroeconomics, and Monetary Policy.

The first part examines the origin and concept of money and the structure of the money market. The second part is an extension of Macroeconomics related to monetary issues. The third part examines the contemporary theories of monetary policy. The course examines Classical, Keynesian and Rational Expectations theories of money as well as Cagan's study of hyperinflation. Then it deals with the contemporary theories of monetary policy, including those addressing the choice between rules and discretion and the choice of monetary regime.

ECN 5354 Financial Economics (3 Credits)

Prerequisites: ECN5021, ECN5031, or consent of the instructor

This course surveys foundations of modern financial economics. It applies economic analysis and modern theory of finance to investors and firms. Topics related to investors include portfolio theory, Capital Asset Pricing Model, options and futures contracts, including the Black-Scholes option pricing model and bond analysis. Related topics for firms include discounted cash-flow techniques in relation to budgeting problem associated with alternative investment projects, capital structure, including new issues of securities, debt and dividend policy based on the value of the firm. Issues related to mergers and acquisition, financial distress and bankruptcy, and

corporate restructure will be discussed. Students will read journal articles to related topic covered.

ECN5801 Research Methods and Methodology/ Thesis I (3 Credits)

Prerequisites: None

The methods and methodology of academic research are studied, using samples of work by outstanding economists. Students are urged to develop their own ideas and projects. The course will guide the student through a substantial amount of writing, including a term paper. At the end of the course students should write proposal of future Master dissertation. (For details, please see the CSS Guidelines for Master's Thesis.)

ECON5829 Quantitative Methods for Economics (3 Credits)

Prerequisites: None

This course covers topics necessary for Econometrics, Financial Economics, Actuarial Economics, and intermediate economic courses. Those topics include: probability distribution, statistical inference and linear regression, as well as matrix algebra and techniques of Calculus applied to optimization in economics.

ECN5888 Internship in Economics for MA (3 Credits)

Prerequisites: ECN5021, ECN5031, permission of academic advising faculty member, and permission of the employer.

This independent research project, undertaken in a work environment, provides students with data, people, and experience for studying an economic issue. Related readings, a daily journal, and an analytical paper supervised by a faculty member are required. The student must obtain permission before the start of the semester in which he enrolls.

ECN5890 Special Topics in Economics (3 Credits)

Prerequisites: varies depending on the topic

Selected topics in Economics of interest to students and faculty. The course may be repeated for credit if the topics are different.

ECN5990 Thesis II (3 Credits)

Prerequisites: ECN5801

(Former Thesis I)

The student will undertake independent research in his major field of study and defend his thesis in an oral examination. (For details, please see the CSS Guidelines for Master's Thesis.)

ECN5991 Thesis III (3 Credits)

Prerequisites: ECN5990 or concurrent enrollment

(Former Thesis II)

The continuation of the thesis. (For details, please see the CSS Guidelines for Master's Thesis.)

JOURNALISM AND MASS COMMUNICATION AREA

JMC5603 Newswriting (3 Credits)

Prerequisites: None

This course emphasizes news writing and reporting for print media. The course covers news values, news story structure, AP style, grammar and usage, and basic news reporting skills. Students will learn how to write news stories on a variety of subjects and issues. The course also examines ethical and legal issues related to the practice of journalism.

JMC5604 Ethics in Journalism, PR and Advertising (3 Credits)

Prerequisites: None

The course addresses the issues of lies, manipulation, temptation, bias, fairness, power and value systems in the context of social and business environments. The course will help students to improve their personal values and emphasize the importance of truth, fairness and respect.

JMC5607 Journalism of Kazakhstan and CIS (3 Credits)

Prerequisites: None

The purpose of this course is to describe print and broadcast media in Kazakhstan and other CIS countries, including regional problems that relate to journalism. The course surveys different media outlets in Kazakhstan, examines their specifics and introduces their types.

JMC5608 Introduction to Public Relations (3 Credits)

Prerequisites: None

This course is designed to provide students with introductory theoretical knowledge of public relations and beginning practical experience. It surveys the basics of the PR process and PR-related communication theories. It also introduces students to PR strategies and tactics and discusses public relations professional ethics. The course offers students an opportunity to use some of the strategies and tactics used to create real public relations campaigns for real-world clients.

JMC5621 Internship (3 Credits)

Prerequisites: None

Students complete internships at print, broadcast outlets or public relations firms. The course is designed to provide hands-on knowledge of the field and the opportunity to network. Course may be retaken for credit with departmental permission.

JMC5622 Advertising Writing, Layout and Strategies (3 Credits)

Prerequisites: None

Advertising is the financial backbone of the mass communications industry. Media executives must be able to implement successful sales, presentation and production strategies. And those involved within the advertising department must understand and be able to employ successful copy writing, layout, and graphic or multimedia production. The Advertising Writing, Layout and Strategies course is designed to provide that foundation of knowledge and skills to be successful on the business side of the mass communications industry.

JMC5623 Writing for Russian Language Media (3 Credits)

Prerequisites: None

This course takes a skills oriented approach to train students in the basics of reporting and news writing in Russian language according to western professional standards. The main objective is to help develop a clear, concise writing style and a passion for thorough, accurate reporting. Students will report on local issues in Russian. The course also includes analysis of local media.

JMC5624 Broadcasting in Russian (3 Credits)

Prerequisites: None

Broadcasting in Russian is ideally taken after Broadcast Journalism (1) to continue building basic video technical skills and broadcast journalism skills initiated in the previous course, and (2) to better prepare students for potential employment especially within the dominant Russian-speaking broadcast/video industry. Students will continue developing on-camera and behind-camera skills, including news/script writing, video editing, and directing skills. They will employ their video/broadcast skills in real and/or realistic settings, producing news and informational programming.

JMC5628 Special Topics in Journalism and Communication (3 Credits)

Prerequisites: None

This course will be offered whenever the department chair decides that a worthwhile topic in international journalism has been proposed by a faculty member. The course will generally be taught in a seminar format; it will focus on important issues that are not formal portions of the department's curriculum.

JMC 5661. Thesis I: Research Methods in Mass Communication.

Prerequisite: none

This course prepares students to conceive and design research into Mass Communication. MAIJ students can choose either a professional or academic thesis, depending on their goals and interests. For example, a Professional Thesis includes a section of academic analysis and a project, such as PR Campaign design or video. After introducing research approaches and major theories in the field, this course shows how to conduct a literature review, introduces principles of quantitative and qualitative research design, provides examples, and explains a range of methodological options. By the end of the semester, students need to select a Thesis Supervisor and submit a completed research proposal.

JMC 5662. Thesis II: Research Proposal and Literature Review.

Prerequisite: JMC 5661, Thesis I.

This course helps students fully develop the research/project design from Thesis I. Led by an experienced instructor, each student individually begins to produce their study, for example writing interview questions, designing an analytical matrix, and preparing a professional production (if any). Students learn how to acquire necessary skills of methods and data collection, understand procedures of planning and organizing their time and materials. The instructor complements the guidance of each student's Supervisor. By the end of the semester, students typically finish the introduction, complete the theoretical framework and the methodology (completing the literature review) and gather a substantial amount of data. As the culmination of this semester, students must complete a Thesis Proposal Defense. (For details, please see the CSS Guidelines for Master's Thesis.)

JMC 5663. Thesis III: Thesis Writing and Defense.

Prerequisite: JMC 5662, Thesis II.

During this course, the student works solely with their Supervisor to complete data collection, writing, and any professional component of the Thesis. The main goal of this semester is completing the analysis, polishing the writing, ensuring correct format, and preparing for the Defense- the final step, during which each student explains to the Thesis Committee their work, its background, conclusions, significance, etc.

PUBLIC ADMINISTRATION AREA

CSS 5000 Critical Thinking and Writing

Prerequisite: None

This course is designed to prepare you for the writing of a master's thesis by addressing the challenges common to graduate research writing. Students will learn how to analyze and present valid arguments. Practice includes developing writing skills that enable students to clearly present claims to support their conclusions and avoid reinforcing biases. Topics addressed include the relationship between critical thinking and clear writing, credibility of sources,

rhetorical devices, fallacies, unclear or misleading language, and the characteristics of various types of arguments.

**PAD5113 Research Methods and Statistics
(3 Credits)**

Prerequisite: None

The purpose of this course is to introduce students and practitioners to some of the basic research methods and statistical concepts and issues in public administration as they relate to problems that typically exist within public agencies. All statistical techniques used by public administration professionals are covered by integrating both quantitative and qualitative approaches to research. Emphasis will be on the use of commonly available statistical software programs such as Excel and SPSS. The course's overall aim is to develop effective, efficient research skills among future public administrators so that they will be better policy makers and good administrators.

PAD5114 Essentials of Public Administration and Management (3 Credits)

Prerequisite: None

This is an introductory course for all MPA students. The main goal of this course is to present students with a basic and yet comprehensive understanding of the field of public administration. Students will be acquainted with various terms, definitions, theories, concepts and models used in the field. It also covers aspects of public management, such as strategic management, performance management, and organizational behavior. At the end of the course, students should have a clear understanding about the processes and mechanisms of public decision-making and implementation.

PAD5117 Public Policy Analysis (3 credit)

Prerequisite: PAD5114

The objective of this course is to develop students' capacity to conceptualize policy issues and problems, devise strategies for addressing them, and comprehend policy documents. Students will gain an understanding of what is involved in studying public policy, how the political, social, cultural and the social contexts shape public policy, and how public policies are typically made, implemented and evaluated.

**PAD5122 Administrative and Management Ethics
(3 Credits)**

Prerequisite: PAD5114

The course provides students with a basic understanding of ethics in government. Topics that will be covered include the ethical dimension of public service, contemporary insights and current ideas on management practice in ethics, practical tools and organizational initiatives to aid administrators, and achieving ethical quality of decision-making. Towards the end of the course students are expected to understand what are administrative ethics, ethical dilemmas, managerial ethics, notions of social responsibility, sources of ethical values in organization, key concepts and strategies that individuals and organizations use to deal with ethical dilemmas, and principal categories of enforcement mechanisms.

**PAD5123 Economic Perspectives on Government
(3 credit)**

Prerequisites: None

This course is about economic issues concerning the public sector and its interface with the private sector in a mixed economy. It examines the free market as the basis for the allocation of scarce resources (market governance) and identifies the causes of market failure that may justify intervention by the state (state governance). It considers the role, scope and capacity of government in terms of the protection and promotion of welfare of society in the face of market instabilities, market inefficiencies, and market inequalities and injustices.

PAD5131 Thesis I (3 Credits)

Prerequisite: None

This is an introductory course in social science research methodology and the first step in writing a Master's Thesis. It is designed to introduce you to basic concepts and problems encountered in social scientific investigation, including types of data and measurement, sampling, probability, and research design. Structuring research is about the planning of scientific inquiry, designing a strategy for finding out something. Ultimately, scientific inquiry comes down to making observations and interpreting what you have observed. However, before you can observe and analyze you need a plan. You need to determine what

you are going to observe and analyze - why and how. That's what research design is all about. This course will also emphasize the importance and limitations of theory and methodology in social science research as well as the purposes of applied research, program evaluation, policy analysis, and research ethics. By the end of the first semester you will design an original research project that will hopefully turn into your Master's thesis. (For details, please see the CSS Guidelines for Master's Thesis.)

PAD5213 Local Government (3 Credits)

Prerequisite: PAD5114

The course is designed to provide students with an understanding of the political, institutional, and legal framework of local governments' activities. The focus will be on decentralization in Kazakhstan, with regard to particular problems and constraints that local governments encounter. Students will learn how core public services are provided and managed. Other areas that will be emphasized are fiscal decentralization, and notions of accountability and responsiveness.

PAD5214 Fiscal Governance (3 Credits)

Prerequisite: PAD5114

The study of the budget cycle, legislative control of the budget and the politics of the budgetary process; market failure and the role of government; fiscal and monetary policies; types of public budget formats; program design, planning, and evaluation; cash management, risk management, and pension funds.

PAD5216 Public Management and Leadership (3 credit)

Prerequisites: PAD5114

The aim of this course is to introduce students to the existing research in public management. The course will focus on critical examination of the evolution of public management philosophies through the time and assess the impact of managerial reforms by using comparative case study approach. In the course students will learn about challenges that public leaders face in making public organizations more performance and customer oriented and how they are prepared to meet demands of citizens and other stakeholders with different and competing interests in a context of fragmented authority.

PAD5218 Project Evaluation and Management in Public Sector (3 credit)

Prerequisite: PAD5114

This course is designed to help students enhance their skills in project evaluation and management. This course emphasizes the practice and process of project evaluation. In the course, we will not only develop an understanding of why projects fail, but also how they can succeed. The course provides practical tools, techniques and best practices adapted to the local environment. Students will be accompanied and supervised throughout all stages of the evaluation process. No previous experience with evaluation research and empirical or qualitative data analysis is required.

PAD5219 Public Sector Reform (3 credits)

Prerequisite: PAD5114

The focus of this course is on the changing role of the public sector in the context of globalization and marketization trends in the contemporary political-economic environment. Students will explore issues related to allocative, distributive and stabilizing role of the state in the market economy. Among issues to be discussed will be questions of scale and scope of the public sector, public and private sector competition and partnership, the role of quasi-autonomous organizations, and tension between majoritarian and non-majoritarian institutions.

PAD5222 Social Policy (3 credits)

Prerequisite: PAD5114

This course introduces students to the concepts, history, and development of social policy, the funding authority and patterns of service delivery, and how political and social ideologies influence policy development. It shows that policy is a function of social, political, and economic context and transitions. An analytic framework is utilized to identify trends and assess gaps in policies and programs, especially as they impact on women, child support enforcement, nutrition programs, and medical care.

PAD5223 Public Sector Economics (3 credits)

Prerequisites: PAD5114, PAD5123

This course focuses on the role of the government in the economy. It discusses how the government

affects the economy, what the government should and should not do, and why. It addresses the range of questions of why some economic activities are undertaken in the public sector, and others are in the private sector. Students will study the size and scope of the public sector in selected countries, and will explore the reasons of why there are substantial differences in government sector activities in countries around the world. While the main goal of the course is to develop students' critical thinking about the government involvement in the economy, students will study reasons for government intervention such as a market failure, public goods, government redistribution programs, and government taxation policies.

PAD5230 Internship in Public Administration and Management (3 Credits)

Prerequisite: PAD5114

Internship is designed to provide the student with an experiential learning opportunity by placing the individual in the office of a public official or a nonprofit organization on a part-time, volunteer basis. Students are expected to examine and analyze the functions, processes and outputs of organizations in the public or private sector.

PAD5230.1 Applied Research Project in Public Administration and Management (3 credit)

Prerequisite: PAD5131

The project involves the development and implementation of a solution for a theoretical or design problem. Methodological knowledge and skills play a vital role both in developing and conducting applied research project. Although Master's projects generally address a practical research/design problem and its background, they can also focus specifically on an academic research question, culminating in a research paper of 35-40 pages of text.

PAD5231.1 Thesis II: Thesis Proposal (3 Credits)

Prerequisite: PAD 5131

Under the guidance of a PA faculty member, all students are expected to submit a proposal before the end of the second semester. A proposal should make a genuine contribution to the understanding and analysis of public policy issues, management, and

administration in Kazakhstan. All students shall have a "Thesis Proposal Defense" before three members of a Master's Thesis Committee constituted by the Graduate Program Director. The Thesis Committee consists of a thesis supervisor and two full-time faculty members. One member of the Committee may be a full-time faculty member from another department, when the discipline represented is relevant to the student's thesis. Once the proposal has been approved, permission to enroll in Thesis Option III Form may then be issued by the Graduate Director. (For details, please see the CSS Guidelines for Master's Thesis.)

PAD5231.2 Thesis III: Thesis Defense (3 Credits)

Prerequisite: PAD5231.1

Before a student may enroll for Thesis Option III a successful thesis proposal defense must be held, during which the thesis proposal is discussed by the student and all committee members. The final revised draft of the completed thesis should be submitted to the Thesis Committee Chair (thesis supervisor) at least four weeks prior to graduation. Students are expected to carefully consider the comments of their Thesis Committee. The Committee Chair (the supervisor) has final responsibility for thesis approval. The supervisor, in consultation with the student, shall set a date for the oral defense of the thesis before the Master's Thesis Committee. (For details, please see the CSS Guidelines for Master's Thesis.)

PAD5260 Selected Issues in Public Administration and Management (3 credits)

Prerequisite: PAD5114

This course examines particular issues of public administration and management. Topics vary according to the interests of students and instructor.

INTERNATIONAL RELATIONS AND REGIONAL STUDIES AREA

CSS 5000 Critical Thinking and Writing

This course is designed to prepare you for the writing of a master's thesis by addressing the challenges common to graduate research writing. Students will

learn how to analyze and present valid arguments. Practice includes developing writing skills that enable students to clearly present claims to support their conclusions and avoid reinforcing biases. Topics addressed include the relationship between critical thinking and clear writing, credibility of sources, rhetorical devices, fallacies, unclear or misleading language, and the characteristics of various types of arguments.

IRL5513 Theories of International Relations

The course examines old and new theories used in International Relations, Realist, Liberal/internationalist, globalist and Marxist. Modern theories of globalization, modernization, dependency and human rights will also be discussed. The purpose of this course is to acquaint students with the theories and concepts used in the field of IR and to sharpen their theoretical knowledge and analytical skills so that they can understand and explain modern complex issues and conflicts in IR from a theoretical perspective and framework.

IRL5515 International Political Economy: Politics in the World of Interdependent Economics

The main objective of this course is to acquaint students with the dynamics and changes of the field, and to discuss the scope boundary and methodologies used in the study of IPE. It critically examines and analyzes major international economic trends and institutions such as international monetary and financial organizations, globalization of production and distribution, international trade and investment, development, dependency and foreign aid. Issues and problems of order, stability and transformation of world economy are also discussed.

IRL5521 Central Asia in Global Politics

The course is designed as an in-depth study of the place of Central Asia in global politics and the policies of key external actors, such as Russia, the United States, China, European Union, Turkey, Iran, Japan, and India, toward the region. Students are familiarized with the ways Central Asia has been contextualized both in scholarly sources and media. We will dwell on the changing geopolitical dynamics of the region and analyze similarities and differences

in the foreign policies of Central Asian states. At the end of the course, we will discuss future prospects of the region.

IRL5533 Developmental Studies: Selective Models

This is a seminar course on development studies. A comparative analysis of approaches to the study of development and underdevelopment will be offered here, including structural-functional, neo-classical, Marxist, and dependency theories. The main objective of the course is to acquaint students with various theories, concepts and models of development and provide them with the necessary skills and methodology so that they can independently study, compare and contrast among various developmental models. This course will select several models of development from various parts of the world and study and evaluate them from comparative, historical perspectives. Students are expected to actively participate in the class.

IRL5512 Research Methods/Thesis I

This course will train students how to design and carry out research in the social sciences. Structuring research is about the planning of scientific inquiry, designing a strategy for finding out questions to your answers. Ultimately, scientific inquiry comes down to making observations, collecting data, analyzing them, and interpreting what you have observed and analyzed. However, before you start, you need to determine what you are going to observe and analyze and how. That's what research design is all about. Although this sounds rather simple and trivial, the craft of designing social research is quite complex. This course lays out various possibilities for social research and provides a general introduction to research design and elaborates on its specific aspects. Research proposals are prepared according to some established rules and should incorporate the major elements of research design, including a variety of methods.

IRL5525 Thesis II

Prerequisite: IRL5512 Thesis I

All Master's students have to write a M.A. thesis. The thesis topic must be approved in writing, first by the prospective thesis supervisor and then by the Thesis Supervisory Committee (Panel). The thesis

research has to be supervised by a qualified KIMEP faculty. (For details, please see the CSS Guidelines for Master's Thesis.) In his/her M.A. thesis the student has to demonstrate that he/she can design and execute with competence a major piece of research. The length will vary with the nature of the topic, but it should be developed in 50-60 pages (double-spaced). This course, taught by an experienced instructor, is designed to help students to acquire necessary skills in writing their thesis and to organize their time and thesis materials. The course complements the guidance of students' thesis supervisor. By the end of the semester, students will have completed the introduction, the theoretical framework and the methodology (literature review and bibliography) and have prepared for the Thesis Proposal Defense.

IRL5526 Thesis III

Prerequisite: IRL5512 Thesis I and IRL5525 Thesis II

This is the writing and finalization of the research thesis. Normally, by the end of the semester, students will have completed and submitted their thesis, and have it defended before the Thesis Defense Committee. The Thesis has to follow the formal requirements and standards as detailed in CSS Guidelines for Master's Thesis. A grade of "incomplete" is recorded for this course if the thesis is not defended by the end of the semester in which the student registers for Thesis III. A successful defense within one semester of being awarded the "incomplete" results in the change of the grade to an appropriate letter grade; failing to defend within another semester results in conversion of "I" to an "F".

IRL5534 Internship in International Relations

The internship is designed to provide the student with a hands-on learning opportunity by in a consulate, the Foreign Ministry, an NGO, private company or other agency. A program of study and activities is collaboratively designed by the students' advisor and the participating agency. In the past, departmental internships have been pursued at the Foreign Ministry, US and UK consulates, the UN, the OSCE, and the EurAsEC.

DESCRIPTION OF ELECTIVE COURSES

IRL5516 International Institutions

The purpose of this course is to introduce students to the basic concepts, ideas and critical approaches to the study multilateral political, financial and developmental institutions and their activities. Special emphasis will be placed on the discussion and analysis of the role and function of these institutions in Kazakhstan.

Guest speakers from various international agencies located in Almaty will be invited to give talks. This course will be of great interest to those who consider making a career in international organizations or simply to learn about the functions, operation and impact of these organizations.

IRL5525 Domestic Politics and Foreign Policy in the Post-Communist World

The course provides a comprehensive and comparative analysis and overview of the political, economic, ethno-religious, cultural and demographic peculiarities of the so-called Post-Communist world and their reflection in foreign and domestic politics, economy, security and nation-building.

IRL 5538 Ethics in International Affairs

This is an advanced course presenting students a normative approach centered on ethics for studying international affairs. The main purpose of this course is to prepare students to have a critical perspective on international politics and institutions and to be able to evaluate the moral dilemmas that political leaders, activists and citizens have to face in a globalized world. The course has three main components: a theoretical approach that focuses on the ethics of political decision-making; a detailed study of contemporary international institutions and norms such as just war theory and human rights; an analysis of case studies based on current global issues.

IRL 5539 Political Geography

This course focuses on key issues and concepts of historical and current Political Geography and applies, these concepts, using advanced analytical methods, to selected events in the modern political world. It discusses geographic aspects, patterns and meanings

of the political organization of territory and examines the logic of how power and institutions (political, social, economic, etc.) are distributed over space and places. It also explores how geographic space affects, reflects, and reproduces political organization on the level of national and international politics, including geopolitics.

IRL5542 Government and Politics in Central Asia

This advanced course examines the multifaceted historical, ethnic, religious and linguistic factors that impact on the development of Central Asia after 1991. It provides a comparative study of political institutions, domestic politics and foreign policy behavior of Central Asian countries. The course is not only an introduction to the political systems of Central Asian states – new patterns of power and decision-making – but it also offers an analysis of ongoing changes generated by world geopolitics in a period of global uncertainty.

IRL5547 Russian Foreign Policy

The background of the present day Russian foreign policy is to be found in this advanced course. The emergence of USSR and US as the two global powers mainly defined the whole system of international relations in the world from 1945-89. Throughout this period, the Cold War confrontation constructed the essence of Soviet policy. The subsequent crisis and demise of the Soviet Union means not only the end of the “Cold War era” but also denotes the emergence of new key concepts and changes to dominant paradigms that explain the role of an independent Russia in the new world. The goal of the course is to develop students’ critical and analytical skills, and to direct them to explaining the motives and objectives of Russian diplomacy operating on several levels: relations with the USA and the West, the establishment of a new system of relations with former Soviet republics and the development of new approaches to Third World countries.

IRL5551 Petro Politics

This course provides a comprehensive introduction to the contemporary politics of oil via a critical analysis of the causes, dynamics and implications of the global

quest for energy. The course lays special emphasis on the geopolitics of energy in the various oil-producing regions of the world and the interests of great powers in these regions. General theories, concepts, paradigms and models associated with international relations, economics, and security studies will be introduced to provide students with the analytical tools and knowledge necessary to comprehend the complex dynamics of energy politics and to facilitate an understanding of current developments in the field of energy. The course is designed to sharpen students’ abilities in the area of geopolitical analysis by evaluating various strategies for constructing pipelines, accessing markets and forming strategic alliances between producing and consuming nations.

IRL5552 Central Asia-United States Relations

This is a graduate-level survey course on the development of Central Asia - US relations from 1991 to the present. At the outset, we will examine the mutual “discovery” of the United States and Central Asia by their opposite number, as well as the framing of the relationship in the context of realist, idealist, and neo-Marxist paradigms. We will further consider the interests that determine foreign policies of Central Asian states and that of the United States in the region, perceptions and decision-making processes, and the broader geopolitical context of Central Asia - US relations (with the focus on Russia, China, Afghanistan, Iran, and EU). A broad variety of topics will be discussed: American contribution to Kazakhstan’s denuclearization, investments in the energy sector, development assistance, the post-9/11 security relationship, US military bases in Central Asia, US cultural influence on the region, and other issues. We will conclude by examining the likely trajectories for the development of these relationships in the coming decade.

IRL5555 Asian Security: Theory and Practice

The course aims to provide both an advanced theoretical knowledge of the current debates of security studies and to apply their paradigms to the study of Asian security at different levels of analysis: national, regional and global. An updated research of key issues in each region (Northeast Asia, Southeast Asia, South Asia and Central Asia) will be combined with an in-depth consideration of various aspects

of security: military (including nuclear), political, economic, environmental, societal and human.

IRL5558 Central Asia – Russia Relations

This graduate course provides a comprehensive and comparative overview and analysis of the political, economic and historical background of Russian – Central Asian relations throughout the Tsarist and Soviet periods and their reflection in cultural, political, strategic, economic, ethno-religious relations between the former Soviet Central Asian states and the Russian Federation. In doing so, the course provides a thorough methodological and analytical foundation of the cultural and demographic peculiarities of post-Soviet Russia and Central Asia, their foreign and domestic politics, economy, security. The bulk of the coursework will be devoted to investigating and discussing specific aspects of the Russian – Central Asian relations, such as nation building, language policies, minorities, separatism, interethnic conflicts, global security, democratization, as well as the influence of other global actors like the US, China, the EU, and the Muslim world on the interaction between Russia and the Central Asian states.

IRL5580 Master Seminar in Regional Studies

The course is designed to enhance students' research and thesis writing skills and develop a comprehensive understanding of their research topics. While learning to critically assess the work in progress of their peers, students will develop an advanced knowledge of Regional Studies with a particular focus on Central Asia.

IRL5590 Master Seminar in International Relations

This advanced seminar course is designed to offer students an opportunity to deepen and apply their theoretical knowledge to a specific issue in international relations. Students will participate in ongoing projects headed by individual faculty members and are expected to provide a substantial contribution engaging in research development through data collection and critical analysis. Topics will vary every time the course is offered, and may include issues in bilateral relations, international security, international political economy and the international legal order.

GRADUATE SCHOOL OF LAW

LAW5201 Legal Method, Skills and Reasoning (3 Credits)

Prerequisites: None

Certain skills are required for the successful study of law. This course teaches those skills: Methods of Study, Use of Language, Critical Thinking, Legal Text Interpretation, Legal Research and Writing, and Architecture of Argument. The course uses legislation, case reports, and research assignments to achieve its multiple objectives. Writing about the law and learning the art of advocacy are taught through solution of practical problems. This course must be taken during the first semester in which a student enrolls in the LLM program.

LAW 5202 Methods of Legal Argument (3 Credits)

Prerequisites: None

This course primarily is a course in Logic modified for legal study. It covers the following subjects of logic: (1) Basic Logical Concepts, (2) Analyzing Arguments, (3) Language and Definitions, (4) Fallacies, (5) Categorical Propositions, (6) Analogical Reasoning, and (7) Probability. The objective is to teach students how to identify arguments from other types of statements, such as explanations, to distinguish between correct and incorrect reasoning, and to deconstruct legal texts and judicial opinions. Practical and inductive reasoning are emphasized as these are the tools of the lawyer. The course also advances the proposition that law is not logic, but a system of authority. The façade of stylized reasoning is pierced. This course must be taken during the first semester in which a student enrolls in the LLM program.

LAW5203 Public International Law (3 Credits)

Prerequisites or Corequisites: LAW5201 and LAW5202

Public International Law is the system of law that governs the international community; thus the aim of the course is to provide a framework to understand the normative dimensions of international relations. The course introduces students to the fundamental principles and doctrines of public international law as a meaningful tool for providing order to world politics and for minimizing global conflict. The course

reflects the breadth and diversity of international law by covering all main branches, including: sources; the subjects and international institutions; the law of treaties; peaceful settlement of international disputes; the use of force; territory; human rights; diplomatic and consular law and international economic law. A problem-oriented approach to various case studies is used in both lectures and discussions.

**LAW5204 International Commercial Law
(3 Credits)**

Prerequisites or Corequisites: LAW5201 and LAW5202

The first portion of this course examines the sources of law comprising international law governing relations between private parties as opposed to sovereign states. Since the Convention on the International Sale of Goods is one of the most successful conventions unifying international commercial law, it is studied in depth, especially in terms of contractual obligations. Course coverage also includes commercial terms of the sales agreement (Incoterms 2010), shipping contracts, insurance, financing arrangements (e.g., Documentary Credits, Standby Guarantees), and customs documentation. The laws of transport operators, including multi-modal transport, are examined, as well as any applicable treaties. Freight forwarders, mandatory carrier regimes, and the respective liabilities of the parties involved in international transport are identified. The second portion of this course examines expansion of business through: export/import, licensing and franchising, and specialized modes of foreign direct investment. Students who have previously taken LAW5222 International Business Law, LAW5901 International Business Transactions or MGMT5222 Business Law & Ethics may not enroll in this course.

**LAW5205 Private International Law and Ethics
(3 Credits)**

Prerequisites or Corequisites: LAW5201 and LAW5202

Private International Law is the set of legal rules to determine the jurisdiction, applicable law and the recognition and enforcement of judgments in cross-border business transactions. Preliminary matters such as renvoi, characterization, and historical principles guiding forum selection and applicable law are covered. There is no uniform “international convention” in this field excepting the Hague Conventions dealing

with the Service Abroad of judicial and extra-judicial documents in civil matters and the Taking of Evidence Abroad in civil and commercial matters. Several “dead” Hague conventions may be examined to facilitate an understanding of the aims of unification of rules. Since there are similarities among the rules found in several jurisdictions, this course covers the subject matter from a comparative perspective. The Private International Law rules of the United States [decisional development], the European Union [Regulations], and the Republic of Kazakhstan serve as the foundation for study of private international law principles. The CIS Treaties governing enforcement of arbitral awards within the member States are identified and discussed. Pertinent provisions of the Customs Union Agreement are tracked during the course. The ethics component shall be based on major texts in the philosophy of ethics, as well as on the specific ethical obligations of an attorney toward client and as a judicial officer of the court system. The works of Aristotle, Bentham, Kant; Mill and Nietzsche shall constitute the core. In addition, the course will borrow materials from the standardised ethics test provided in US for all attorneys. The instructor reserves the right to amend the topics of study to suit the needs of students.

Students are assessed based on knowledge of the philosophy of ethics as well as the standardised US test adopted to verify that attorneys understand their ethical obligations toward clients, the courts, and their professional duties.

**LAW5206 International Commercial Arbitration
(3 Credits)**

Prerequisites or Corequisites: LAW5201 and LAW5202

International Commercial Arbitration [ICA] is a fundamental course in the law of international business. ICA provides an alternative to litigation within the courts of a Nation State. The basic concepts of ICA are studied as well as the numerous complex issues some of which remain unresolved today. A paradigmatic ICA usually involves private merchants/companies that submit their civil dispute to an institutional arbitration centre. Ad hoc arbitration is also covered. Equally important is an understanding of domestic arbitration in Kazakhstan, and CIS Treaties dealing with enforcement of arbitral awards.

**LAW5209 Introduction to the Law of Kazakhstan
(3 credits)**

Prerequisite: None

This survey course provides a framework to understand the normative dimensions of the legal system of Republic of Kazakhstan. It introduces students to basic legal concepts of law and state and subsequently exposes them to fundamental principles and doctrines of Kazakhstan's legal system. The course reflects the breadth and diversity of the legal system of Kazakhstan and covers the basics of its main branches, including: Constitutional Law, Administrative Law, Financial Law, Tax Law, Labor Law, Criminal Law, Civil Law, Family Law, etc. This is required for all LLM without an LLB from a Kazakhstani institution.

LAW5299 Selected Graduate Topics in Law (3 credits)

Prerequisites: None

This course provides further study into various areas of law. Topics covered will vary from semester to semester depending on expertise and interests of instructors and students' particular needs and strengths. This course may be repeated for credit if the topics are different.

LAW5701 Company Law (3 Credits)

Prerequisites or Corequisites: LAW5201 and LAW5202

This course examines business organizations, applicable legal rules, and best practices from a comparative perspective. The company law of the State of Delaware, United Kingdom, the European Union, and the Republic of Kazakhstan serve to explore common principles pervading the object of company law across multiple legal systems. All business forms – ranging from proprietorship to the Joint Stock Company - are delineated, purposes explained, and liability consequences discussed. Tax advantages and disadvantages of each business organization are identified, though not examined in depth. The course identifies the duties and liabilities of officers and directors under laws of the legal systems identified. It also investigates the various theories of company law: Coase Theory of the Firm, Easterbrook's Economic Structure of Corporate Law, and Company Law as a Matrix of Financial Data. Discussions of publicly listed companies include disclosure, management

requirements, trading restrictions, proxy contests, and insider trading.

**LAW5702 Tax Law of the Republic of Kazakhstan
(3 Credits)**

Prerequisites or Corequisites: LAW5201 and LAW5202

Tax law is one of the most important legal courses for any successful lawyer-since taxation is present in almost every aspect of professional and business life. This course introduces students to the fundamental principles of taxation both from the theoretical and practical perspective. Specifically, students will explore the key sources of tax law in Kazakhstan - Tax Treaties, Tax Code, Transfer Pricing Legislation, relevant administrative guidance and instructions, including the most important tax returns, but will also familiarize themselves with the important case law. The course covers elements of taxes, basic rules of tax calculations for major taxes (corporate and personal income tax, value added tax, subsurface use taxation, excise and customs regime, special tax regimes) and the importance of tax considerations for business decisions and tax planning. It also focuses on the rights of taxpayer and tax authorities, rules related to tax (de-) registration, tax control procedures, tax dispute resolutions, administrative and procedural tax rules, appeal procedures at tax administration and court levels. Students should also explore and distinguish between tax evasion and tax avoidance, understand the key anti-avoidance provisions and also study the relationship of Ethics and Tax Planning

**LAW5703 Business Litigation Practicum
(3 Credits)**

Prerequisites: LAW5201 and LAW5202

This class gives students an opportunity to participate in real-life experience complex business litigation. In this simulation class, students will draft claims, answers, replies, motions, appeals, cassation appeals, and Supreme Court petitions under the Kazakh rules of procedure. The class is based on an actual rich and complex case study drawn from practice. The Practicum is intended to cover all four levels of the current Kazakh court system: the trial court, the appellate court, the cassation panel, and the Supreme Court. After drafting the relevant court documents, students will act as the attorneys and participate in scheduled trial and appellate hearings before lawyers

and faculty members serving as judges. In this course students will not only develop their writing and oral advocacy skills, but will also learn the substantive law involved in the case and the rules of procedure in civil practice. The course may be conducted in the Russian and English languages or both. For example, trial court level proceedings (both the written documents and the actual hearings) may be conducted in Russian, while the appellate level litigation may be conducted in English.

LAW5704 International Energy and Natural Resources Law (3 Credits)

Prerequisites or Corequisites: LAW5201 and LAW5202

Acknowledging the importance of energy on a global scale, and particularly to the economic development of Kazakhstan, this course introduces students to international legal principles (sovereignty, territoriality, principles of compensation, liability etc) and relevant treaties, especially the Energy Charter Treaty, that govern the interaction between states and other potential subjects of international law relevant to energy. The course explores the agreements/contracts/treaties and negotiations between states (public) and multinationals (private) in the exploration, supply of, and investment in energy resources. The course examines the role of major players in energy resources including international organizations in the energy sector, such as OPEC, the OECD, the IEA, the UN, the EU as well as NGOs. International energy investment disputes are most often resolved by arbitration as the preferred mode, with ICSID the forum of choice. International energy disputes can also be environmental and human rights disputes, litigated in international courts and national courts. While using oil, natural gas and nuclear power as examples for the course, we will look toward the future and evaluate the international legal and policy (regulatory) issues facing the development and expansion of renewable energy, such as biofuels.

LAW5705 Intellectual Property Law (3 Credits)

Prerequisites or Corequisites: LAW5201 and LAW5202

The law of Intellectual Property is fast becoming a significant area of law due to the increasing value of company intangible assets and the World Wide Internet. It also raises the question of balance of property within the public domain and property that

may be privatized with economic rights exercised by the holder. The subjects covered are: Introduction to IP, Copyright, Patents, Trademarks, Trade Secrets, Geographical Indications, Industrial Design, Patents, WIPO and other international treaties. The trend toward harmonization, protection of IP rights, and open source are consistent themes throughout the course.

LAW5706 International Banking Law (3 Credits)

Prerequisites: LAW5201 and LAW5202

The International Banking Law course commences with a study of money and central banking policy. The relationship between currency and trade is identified. A country's Balance of Payments is key to understanding this function of international banking. This aspect of international banking law is properly called the "international public law of banking". The course then proceeds to identify the business activities of banks, the creation and function of bank holding companies, cross-border banking structures, and the definition and function of "international banking activity". This is properly called the international private law of banking. Payment systems, bank formation, branching, and restrictions on banking activities are discussed from a comparative view. The course then pursues financial institution regulation, risk valuation and control, insolvency, and restructuring of banks.

LAW5707 International Commercial Arbitration Practicum (3 Credits)

Prerequisites or Corequisites: LAW5201 and LAW5202

This Practicum is designed to teach students the fundamental and advanced principles of International Commercial Arbitration in the context of an international sales transaction through the use of a case study. The case study is based upon an Arbitration problem released by the Willem C. Vis International Commercial Arbitration Moot. The first phase of the Practicum is a study of the fundamental principles of International Commercial Arbitration, the UNCITRAL Model Law [amended as of 2006], the New York Convention of 1958, and the Convention on the International Sales of Goods, in preparation for the release and examination of the Vis Moot problem (usually early October). The Problem is read, analyzed, and parsed for identifying key facts and legal issues. Additional treaties may be

examined depending upon the issues raised in the case study. The class is divided into teams of four students representing the Claimants and the Respondents. Each team is responsible for submission of two written pleading on behalf of the respective parties. Subsequent to submission of the pleadings, the teams then prepare for oral argument that takes place in a simulated International Commercial Arbitration; practice sessions are held. The four best-performing students are selected to represent KIMEP at the 19th Annual Willem C. Vis International Commercial Arbitration Moot held in Vienna, Austria during the Spring Semester as a co-curricular (non-credit) activity. Students representing the KIMEP team are responsible for submission of written pleadings and for argumentation at the competition.

LAW5708 Administrative Law of the Republic of Kazakhstan (3 Credits)

Prerequisites: None

This course introduces students to the legal issues and activities of public administrative bodies with special focus upon the constitutional basis of these entities and their operations. Students are introduced to the place of organs of state administration in the general system of state bodies, and the forms and methods of activity of executive bodies. The course also covers the constitutional basis and administrative organization of state service; administrative liability and administrative process issues; control over the activities of executive bodies; and the constitutional and administrative law protection of rights and interests of individuals and legal entities in relations with the state administration organ.

LAW5709 Animal Law (3 credits)

Prerequisites: None

Animal law is the branch of law that deals with animals. It addresses topics such as: breeding, sanitary and veterinary norms, population control, registration, trade, husbandry standards and practices, animals for human entertainment, use of animals in scientific laboratories, etc. Historically, this branch of law has been developed with an exclusive concern for human health and economic or scientific interests. More recently, however, there has emerged another perspective that is centered on the protection of animals for their own sake. An example of legislation

inspired by this perspective is the one aimed at the prevention of cruelty against animals.

Animal law as a discipline, then, is marked by the fundamental tension between the traditional understanding of animals as mere instruments for human welfare, and an emerging, if controversial, acknowledgment of a value in the welfare of animals themselves. Due to the many unsettled questions regarding the moral and legal status of animals, this branch of law appears as one of the most lively and innovative from the legal as well as from the philosophical point of view. Its systematic development incorporates the contributions not only of legal science proper but also of natural sciences and of philosophy.

In this course, students will get acquainted with the animal legislation of Kazakhstan and other countries, as well as with the international conventions and the main European and American cases. The ethical, cultural, religious and political background of these norms will be explained and analyzed. Students will face some practical cases, the resolution of which requires both knowledge of the legislation and the ability to identify and address the relevant ethical issues.

LAW5801 Corporate Finance (3 Credits)

Prerequisite: LAW5201, LAW5202 and LAW 5701

This course is a business financial management and law course, combining theory and applications. The course describes the major sources of finance for the company: debt and equity, and describes the legal implications of each for both the issuer and the owner. The course then focuses on capital budgeting methods including financial planning and forecasting, net present value, internal rate of return, capital budgeting under uncertainty, risk and return analysis, capital structure policy, dividend policy, working capital policy, corporate restructuring and interactions of investment and financing decisions. The use of a financial calculator is required for the solving of modern day financial business problems.

LAW5802 International Taxation Law (3 Credits)

Prerequisites: LAW5201, LAW5202, and LAW5702

This course is an advanced tax law course focusing on the issues of international taxation, including

the sources of international tax law and their interpretation and application. The students will study in depth both perspectives of international taxation – country of source and country of residence tax issues. The structure of tax treaties will be studied in detail and students will learn to apply the key principles of international tax planning in practical scenarios. The domestic and tax treaty based anti-avoidance rules (including transfer pricing, thin-capitalization, controlled foreign corporation rules as well as other applicable principles beneficial ownership and limitation of benefits clauses) and their application will also be explored as well as other challenges related to tax planning and avoidance.

LAW5803 International Investment Disputes (3 Credits)

Prerequisites: LAW5201 and LAW5202

International investment arbitrations involve dispute between a private investor and a sovereign State acting in a commercial capacity. This type of arbitration has become increasingly important due to the growth of foreign direct investment. It is particularly important in Kazakhstan that relies heavily upon foreign participation in the development of its energy sector. Bilateral investment treaties are triggered and their terms may or may not provide clarity on arbitration issues. The Washington Convention [ICSID] was created to settle disputes between private investors and States. Under the Convention, States waive their sovereignty and agree to comply with an ICSID award. The jurisprudence of the Washington Convention is a rich resource for legal analysis in this area. In addition, in spite of the waiver of sovereign immunity, difficult questions of enforcement of an award against a State remain a centerpiece of litigation. Class presentation and paper written on this topic.

LAW5804 Mergers and Acquisitions (3 Credits)

Prerequisites: LAW5201, LAW 5202 and LAW5701

This course covers the following topics as they relate to mergers and acquisitions: company law, exchange controls and foreign investment restrictions, anti-trust law and restrictions on monopolistic practices, and tax law. Both domestic and international M&A transactions are discussed, as well as mergers, divisions, transfers, acquisitions, and public takeovers. The practical dimension of the course requires students to

develop and understand the legal documents necessary to effect an M&A. The Republic of Kazakhstan features as the situs of the content of the course, but references to the law of other jurisdictions is made as needed.

LAW5923 Internship or Internship Substitute (3 Credits)

Prerequisites: (1) 18 credit hours of studies, (2) including successful completion of (i) Legal Method, Skills and Reasoning (LAW5201) and (ii) Methods of Legal Argument (LAW5202) courses, and (3) good academic standing. If you are without an LLB, LAW5209 Introduction to the Law of Kazakhstan must also be successfully completed. (3Credits)

An internship provides students with the opportunity to learn about the practice of law through the supervised performance of legal work in: judicial chambers; prosecutor's office and other government agencies; law firms; in-house legal departments; or other placements approved by the faculty supervisor. In addition to enhancing practical skills and to exposing students to the world outside academia, internships offer the opportunity to increase the knowledge of substantive law, often in a specialized area. The Internship program requires students to work at least 150 qualifying hours, of which at least 100 hours must be spent in the field and 50 hours, preparing internship documents. Interns must file an internship report with the Faculty Supervisor conforming to the requirements of the School of Law for the LL.M program. The Internship Guidelines and Forms contain all details regarding the operation of the Internship program. Students who have worked for a minimum period of one year in a law firm or related field may apply to waive the Internship requirement. The waiver requirements are set forth in the Internship Guidelines. Students who qualify for a waiver are required to take a 3 credit elective course instead of the Internship.

LAW5990 Thesis Seminar (3 Credits)

Prerequisites: Successful completion of at least 15 credits of work within the LL.M. program

The Thesis Seminar is designed to provide a step-by-step approach to writing an LL.M. thesis. The course starts with assisting students develop an appropriate theme or problem statement upon which to write a thesis, and to form a Supervisory Panel. The

Supervisory Panel implements a quality assurance function during the implementation of the course. The course subsequently covers every stage of the thesis writing process from draft proposal and formal proposal through submission of the final written thesis. The objective of the course is to assist students to produce an acceptable thesis to submit to the Supervisory Panel and proceed to the oral defense. The LL.M. Thesis Guidelines and Forms contain a full description of the course and the procedures to follow.