



## Physical Education, First Aid, & Civil Defense Course Syllabus & Registration Procedures - Fall 2017-Spring 2018

**Course Code and Title:** FND 110, 152, 153 - Physical Education, First Aid and Civil Defense

**Credits:** 0

**Course Coordinator:** Karen Varagyan [kvaragyan@aua.am](mailto:kvaragyan@aua.am)

**Office:** PAB 110W 060 612730

**Office Hours:**

**Course Description:**

Under Armenian law, all university students are required to take 120 hours of Physical Education, and 40 hours of First Aid and Civil Defense training during their studies. At AUA, Physical Education is scheduled for the first two years, and First Aid and Civil Defense are scheduled during your first year only. For incoming Freshman students, transfer students or others who have not completed this requirement, the First Aid and Civil Defense training will take place during the Fall 2017-Spring 2018 term. **It is your responsibility to make sure that you have fulfilled all these requirements. If you fail to do so, you will not be able to graduate from AUA.**

**Physical Examination:** You are required to submit an Annual Medical Report for Phys Ed. This year for the students' convenience AUA has arranged with the Special Clinic of the RA Ministry of Health to organize medical exams at a reduced rate and send the Medical Report directly to the AUA Nurse. The Clinic is located at 49/4 Komitas St., tel. 010-20-93-13, and is open Monday through Friday, 9 am to 2 pm, from August 1 to September 18. They can handle approximately 50 exams per day. You are advised to go in August to avoid long waiting times and delays. The cost is AMD 2000 for the exam. All students who are taking Phys Ed must have a Medical Report that is valid and current for the 2015-16 Academic Year.

**Grading:**

- All three courses are graded on a Passed (P) / Not Passed (NP) basis, and carry no credit or weight on your GPA.
- In order to receive a "P" grade you must have a satisfactory attendance and participation record as determined by the class instructor.
- **If you have an NP on your transcript, you cannot graduate. NPs must be retaken. Under current AUA policy, you can only retake 4 courses during your entire period of undergraduate study at AUA.**

**Important Note:** Students who did not fulfill their Freshman year Phys Ed requirements **must follow the make-up procedures below**. If you require further clarifications, please contact Karen Varagyan ([kvaragyan@aua.am](mailto:kvaragyan@aua.am)), Phys Ed Coordinator.

**Registration:**

- All Freshmen and Sophomores are automatically registered by the AUA Registrar for Physical Education under FND 110, and **it is your responsibility** to sign up for one of the options listed on Moodle: <http://moodle.aua.am/course/index.php?categoryid=34> .
- The AUA Registrar automatically registers Freshman students for First Aid and Civil Defense under FND 152 and FND 153. Students will take 20 hours of First Aid and 20 hours of Civil Defense training delivered online, via Moodle: <http://moodle.aua.am/course/index.php?categoryid=34>
- Other students who have not completed their Phys Ed, First Aid or Civil Defense requirements must register for these courses first with the Registrar's Office, then on Moodle. If you have received an NP on your transcript, you should retake the relevant course as soon as possible.
- If you have any questions about the Phys Ed courses and registration process in general, and/or questions about specific sections offered at AUA, please contact Karen Varagyan, Phys Ed Coordinator ([kvaragyan@aua.am](mailto:kvaragyan@aua.am)).

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## Instructions for selecting a FND 110 course option:

1. Review the Phys Ed course list on Moodle (<http://moodle.aua.am/course/index.php?categoryid=34>) to determine which option fits your preference and academic schedule; all options are 2 hours in duration once per week unless otherwise noted. All course descriptions are provided in their respective Moodle course page.
2. Click on the Moodle link to sign up for your preferred option; section size is limited and if your choice is already full, you will have to choose another option; if a section has fewer than 10 students enrolled, the section will be cancelled and the Phys Ed Coordinator will contact you to switch to another section.
3. Prior to starting Phys Ed classes, all students must undergo medical screening. As noted above, AUA has arranged medical exams with a Special Clinic. Students must submit their medical report to the Phys Ed Director no later than September 20.
4. Exemptions: there are only two possible exemptions from Phys Ed courses: 1) medical and 2) extracurricular physical activities, i.e. gym membership, sports practice, etc. Please see the eligibility criteria and application process for exemptions [below](#) and contact the Phys Ed Coordinator if you need additional information.

## Instructions to make up Missing Grade or No Pass for FND 110:

For some students, the AUA Registrar records indicate either a “missing grade” or “no pass” for FND 110 during the past academic years. This means that if you do not complete your Phys Ed requirements, **you will not be able to graduate** from your AUA undergraduate program. The Phys Ed requirement for graduation is 120 hours of participation in at least one of the Phys Ed courses offered over the first two years of your undergraduate academic studies.

If you are one of these students, in order to bring your academic status on track for you to graduate from AUA, you have the following two options:

1. Register for and satisfactorily complete one of the Fall 2017 and one of the Spring 2018 Phys Ed courses (registration for Fall 2017 term on Moodle will be announced later). Please note, with this option:
  - You will fulfill 60 hours (30 hours per term) of your Phys Ed requirement - this is one half of your full requirement of 120 hours.
  - In order to complete your full Phys Ed requirement of 120 hours, you must also register for and complete a Phys Ed course in Fall 2018 and Spring 2019 terms.
2. Register for and satisfactorily complete two Fall 2017 and two Spring 2018 Phys Ed courses. Please note, with this option you will fulfill your full Phys Ed requirement of 120 hours in one academic year instead of two (60 hours per term).

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## Instructions to apply for exemption from FND 110:

If you have an **eligible exemption** from participating in FND 110 then you **must follow** the procedures outlined below. Eligible exemptions are limited to the following situations:

1. **Medical Exemption:** AUA may grant a medical exemption for a medical condition or conditions that prohibit you from participating in Phys Ed. The procedure to apply for medical exemption is as follows:
  - a. You must submit a **medical doctor's certification letter** on the doctor or facility's letterhead dated within the past 6 months to the AUA Nurse by the end of the first week of classes. Please submit the letter in a sealed envelope with your name written or typed on the outside - this is for the purpose of maintaining the confidentiality of your medical information within medical personnel. The letter must contain the following information:
    - i. Your medical condition
    - ii. An explanation of why your condition should medically exempt you from participating in Phys Ed courses
    - iii. The time period for this exemption; either

1. Temporary exemption due to acute illness or injury - the letter must state when you can begin participation, or
2. Permanent exemption due to chronic or untreatable condition that would exempt your participation in Phys Ed throughout your undergraduate academic studies

**Please note:** If you had a medical reason for not participating in FND 110 courses during the previous academic year, then the letter must clearly state the time period and the medical condition that prevented your participation.

iv. Your doctor's contact information

- b. After receiving your medical doctor's certification letter, the AUA nurse will review the information contained in the letter and make one of the following determinations:
  - i. Accept your medical exemption for the specified time period and notify the Registrar's Office for your academic records
  - ii. Contact your doctor for further information in order to make an informed decision
  - iii. Deny your request for medical exemption based on lack of sufficient rationale - in this case, the student has the right to one appeal, and must contact Karen Varagyan, Phys Ed Coordinator for the appeal process at [kvaragyan@aua.am](mailto:kvaragyan@aua.am) or 091-21-24-81.

2. **Extracurricular Physical Activities (EPA) Exemption:** AUA may grant an EPA exemption to students who participate in an *organized athletic or regular fitness activity at least two hours per week*. Qualifying activities are limited to: 1) team and individual sporting activities with a coach (i.e. soccer, judo, karate, etc.), 2) individual or group fitness activities, (i.e. yoga, weight/fitness training, running, cycling, etc.). (Note: commuting to the university by bicycle or walking does not qualify as exempted activities).

The procedure to apply for EPA exemption is as follows:

- a. You must send an email requesting the EPA Phys Ed exemption to the Phys Ed Coordinator ([kvaragyan@aua.am](mailto:kvaragyan@aua.am)) by the end of the first week of classes - the subject line should read "EPA Phys Ed Exemption Request", and contain the following information:
  - i. A brief description of your EPA
  - ii. The amount of time per week you commit to the activity
  - iii. Location where you do your EPA
- b. The Phys Ed Coordinator will review your request and may contact you to request additional information in order to make an informed decision - the Phys Ed Coordinator will make one of the following determinations:
  - i. Accept your EPA exemption request and send you a form to complete to obtain additional information - you will have to complete this form and submit to the Registrar's Office by the specified deadline on the form
  - ii. Deny your EPA exemption request, and direct you to register for one of the Phys Ed course offerings on Moodle - in this case, the student has the right to one appeal, contact Karen Varagyan, Phys Ed Coordinator for the appeals process at [kvaragyan@aua.am](mailto:kvaragyan@aua.am) or 091-21-24-81.

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If you have further questions or concerns about the FND 110, 152 or 153 courses, please contact the Phys Ed Coordinator, Karen Varagyan at [kvaragyan@aua.am](mailto:kvaragyan@aua.am).