

KUWAIT UNIVERSITY

The Bylaw of The Modified Scholarship Organization

CHAPTER 1

Article 1:

Kuwait University offers Scholarships so as to emphasize consolidated relations of friendship and cultural cooperation between the State of Kuwait and the brotherly and friendly countries , in addition to disseminate Arabic and Islamic culture and heritage within the general framework of Kuwait policy.

Article 2:

- a. Parties which are offered Scholarships:
 1. Brotherly and friendly countries.
 2. Officially recognized Islamic and Arabic institutions and organizations.
 3. Exceptional cases to be approved by the Minister of Higher Education, the Superior President of the University.
 4. The International Islamic Charitable Organization for graduate Studies (Master and PhD degrees) Scholarships.
- b. Students who benefit from scholarships are:
 1. Full time regular students who study to obtain University degree, or those who have got graduate studies scholarships to obtain the Master or PhD degree.
 2. Irregular (Part time) students to study Arabic language in the Language Centre or train in a particular program or equipment for specified period of time as an execution of a cultural agreement or upon a request from the delegating party.

Article 3:

The scholarship annual policy is drawn in view of the admission policy and the observed annual budget after studying all incoming requests with regard to the scholarships, provided that benefitting from the scholarships should be done during the same year.

CHAPTER 2

Article 4:

- a. Numbers and distribution of scholarships should be determined before the month of April of each year by the University Administration and in view of the recommendations of the Scholarship Committee.
- b. The University shall notify the competent parties with the number of the scholarships assigned for each country or organization as well as the observed admission rules in this regard, provided that the Ministry of Foreign Affairs undertakes to inform the concerned parties with this issue.

Article 5:

- a. With the exception of higher studies, the application forms sent by Kuwait University should be filled and endorsed by the official competent party and attached with the required documents such as original papers or certified copies and refer them to Kuwait University by the Ministry of Foreign Affairs.
- b. Students' Affairs Administration in the College of Graduate Studies shall receive the nomination applications from the International Islamic Charitable Organization or from the scholarship students who are currently study(or those who have already finished their university degree) in(from) Kuwait University directly so as to ensure that the required conditions have been fulfilled . The applicants' names shall be submitted to the Committee of Graduate Studies Scholarship to take the decision in this regard.

Article 6:

The deadline for receiving the applications of the scholarship nominees is the first of August of each year. Regarding the irregular (part time) students, the first of April will be the deadline for receiving their applications. All nominees' applications that come to the University after the above mentioned date will be postponed to the second semester. The deadline for accepting the applications of the first university degree is the end of November of each year, and the beginning of February of each year for Graduate Studies Students.

Article 7:

If full time scholarship student does not attend lectures regularly during the first week of the beginning of the academic year or the first two weeks for the irregular (part time) student, he/she will not benefit from the rights granted to him/her. However, it is permissible for the Scholarship Committees to exempt the cases of special and critical circumstances.

Article 8:

With the exception of graduate studies, the student's specialization shall be determined in accordance with the admission policy. In this case, it is impermissible to change his/her field of specialization unless he/she gets the approval of the nominating party. In case of breaching this condition, the student will be exposed to expulsion from study according to a letter to be addressed to the Dean of Admission and Registration from the Dean of Student Affairs.

Article 9:

It is impermissible for the scholarship student, whether on the basis of regular or irregular (part time) system or ipso facto to suspend from study for one semester or more unless he/she gets the approval of the Scholarship Committee according to a recommendation from the Dean of Student Affairs, or the Vice-Dean for Student Affairs in the Higher Studies College for graduate students.

CHAPTER 3

Article 10:

Period of Scholarship is determined in accordance with the following:

- a. Full time(regular) scholarship students : Duration of scholarship is the usual period of graduation which is stated clearly in the Fundamental Bylaw of Credit-Unit System pursuant to the student's specialization, taking in consideration that the period of studying Arabic courses for non-Arabic speakers shall be excluded.
- b. Part time (irregular) scholarship students: The Scholarship period for the Language Centre students and ipso facto will not be less than one semester and will not exceed four semesters. However, trainees' Scholarship is determined in view of the delegating party's request, nature of training and the approval of the training party.
- c. The period of Higher Studies Scholarship shall be determined as stated in the Bylaw of the College of Higher Studies.

Article 11:

Financially, the scholarship students shall be treated in accordance with what is mentioned in the financial allowances Items, and pursuant to the Bylaw of the Higher Studies College for the Master's and PhD's students.

Article 12:

Scholarship will be cancelled in the following cases:

- a. If scholarship student breaches the effective university bylaws and prevalent regulations, and a decision against him/her hereby is issued pursuant to what have been mentioned in the University Regulation Bylaw.
- b. If scholarship student has used up the numbers of academic warning and exceeds the normal period of graduation pursuant to the Fundamental Bylaw of Credit Unit System, and the Bylaw of the Higher Studies College for the Master's and PhD's students.
- c. If the delegating party decides to cancel his/her assigned scholarship with the approval of the Scholarship Committee.
- d. If the scholarship student is expelled from the University or from the Higher Studies Program.

Article 13:

- a. Scholarship students whose parents do not live in Kuwait are accommodated in Kuwait University Housing and can benefit from free University food and transportation. However, it is permissible for the scholarship students whose parents live in Kuwait can be accommodated in Kuwait University Dormitory in view of their social situations provided that they should leave the Dormitory during summer and mid-term vacations unless they are permitted to stay. In all cases provisions of Students' Accommodation are applicable on all beneficiaries.
- b. Scholarship students are exempted from the University tuition fees, except for late registration fees.
- c. Scholarship students are granted a monthly financial amount of KD100. Another amount of KD100 is granted for them at the beginning of the first and second semesters to cover their needs of clothes, books and others miscellaneous things.
- d. It is allowed, upon the approval of the Scholarship Committee to pay the value of medicines the student buys according to an official medical prescription, provided that the prescription is unavailable at the Ministry of Public Health.
- e. Married scholarship student whose wife lives with him in Kuwait will be granted a monthly housing allowance of KD 150 in addition to his monthly allowance.

- f. Scholarship students on the level of Master's and PhD's degree are granted a financial allowance in accordance with what is mentioned in the College of Higher Studies Bylaw except for the Item with regard to employing students together with the implementation of Items (A,B,D,F) herein above.

Article 14:

- a. Fresh scholarship student's financial dues shall be paid as from the date of joining study in the semester he/she is admitted in.
- b. The financial allowances shall be only paid for the registered student who proves punctuality in study. However, it is permissible for the Scholarship Committee to exempt the unregistered student if he/she has justified circumstances.
- c. Financial allowances of the scholarship student shall be suspended if a penal measure or a punitive decision is issued against him /her or if he /she withdraws from University or from the graduate studies as from the decision issue date.

Article 15:

- a. Fresh scholarship students shall be paid reduced incoming economic travel tickets from their countries to Kuwait.
- b. At the end of each academic year, each scholarship student shall be paid a round-trip reduced economic travel ticket to and from Kuwait to his/her country. However, scholarship students who join study as from the second semester, travel tickets will not be paid for them unless they have passed three regular semesters since the date of their admission.
- c. Scholarship graduates are paid a reduced economic travel ticket in addition to weight voucher of twenty kilograms by plane or 100 kilograms by sea from Kuwait to his/her country. In case the student intends to travel by land, he/she will be paid half the amount of the deserved air ticket price as cash compensation.
- d. If Kuwait Airways Corporation (KAC) does not offer routes' service to some countries, or their countries' circumstances force them to use alternative routes, in this case scholarship students will be paid a travel ticket to the nearest airport to their countries in addition to cash allowance to continue their trip by the available routes, provided that this should be done in coordination with KAC.

Article 16:

- a. In emergency case, it is permissible to pay the scholarship student a travel ticket to a country other than his/her own country, provided that the amount of the ticket should not exceed the price of the ticket assigned for the student pursuant to the approval of the Scholarship Committee or the approval of the Vice-Dean for Student Affairs in the College of Higher Studies for the post graduate students.
- b. The scholarship student is not allowed to change ticket to coupon M.C.O. except in urgent circumstances to be considered by the Scholarship Committee.

Article 17:

The scholarship student will be paid three months premium upon receiving his/her university degree or the academic degree, provided that his/her graduation should be accomplished within the regular graduation period.

Article 18:

All scholarship students, who were not living in Kuwait before joining the university, should return to the countries they came from upon the termination of the scholarship period or upon the cancellation of the scholarship for any reason.

Article 19:

It is allowed to employ full time(regular) and part time(irregular) scholarship students inside Kuwait University in return of a wage in accordance with the system of students' employment in the university utilities, as well as the student's conditions revealed by social investigation carried out by the Social Care Administration and to be estimated by the Scholarship Committee in view of the student's academic performance, or according to the observed academic assistance allowance of post graduate students according to the Higher Studies Bylaw.

Article 20:

Scholarship Committee in the university shall consist of:

- Dean of Students' Affairs (President)
- Dean of Admission and Registration
- Vice Dean for Students' Affairs in College of Higher Studies.
- Director of Cultural Relation Administration.
- Director of Students' Housing and Expatriate Students' Affairs.
- Administrative Director of Language Centre
- Director of Administration of Students' Affairs in the College of Higher Studies

* The Committee shall observe and follow up the implementation of this Bylaw's provisions.

Article 21:

Higher Studies Scholarship Committee shall consist of:

- Dean of the College of Higher Studies (or his/her deputy) (President)
- Vice Dean of Students' Affairs in the Higher Studies College (Rapporteur)
- Vice Dean of Academic Affairs in the College of Higher Studies.
- Chairman of Sharia (Islamic laws) discipline
- Chairman of Arts discipline
- Dean of Students' Affairs
- President of the International Islamic Charitable Organization (or his Deputy)
- Deemed personality who has special interests in voluntary human activities
- Director of Students' Affairs in the College of Higher Studies

This Committee works out the general policies of Higher Studies in coordination with Kuwait University Scholarship General Committee, in addition to examining the applications and nominates the appropriate applicants.

Article 22:

All in effect Acts, Bylaws and University regulations with regard to scholarship students shall be implemented except for those where a special text is mentioned here within this bylaw.