

Article 1 – Definitions

Article 2 – Conditions for Obtaining a Ministry of Higher Education Scholarship

1. *Must have Kuwaiti citizenship*
2. *Graduate of Kuwait high school or equivalent*
3. *Either be:*
 - a. *Nominated through the Annual Scholarship Program of the Ministry*
 - b. *Meet the requirements for inclusion in the Ministry's Scholarship Program*
 - c. *Son or daughter of a diplomat to whom ministerial decrees apply.*
4. *Must not have been previously sponsored or had their scholarships terminated by means of cancellation or withdrawal.*
5. *Must not be an employee of the Kuwaiti Government, on a study leave, or sponsored by another agency. Proof of this must be submitted to the Ministry.*
6. *Submission of original copy of secondary school certificate.*
7. *Must abide by the rules, regulations, and policies of the Ministry.*

Article 3 – Responsibilities of Scholarship Students: General

1. *Be of good standing and conduct.*
2. *Safeguard the country's image abroad.*
3. *Cannot marry a non-Kuwaiti during their scholarship period.*
4. *Abide by the rules and regulations of both the Ministry of Higher Education and the Cultural Office.*
5. *Respect the laws of the host country and abide by the rules and regulations of the college/university.*
6. *Scholarship students and their respective guardians are to sign a pledge concerning the following:*
 - a. *Their obligation to honor all personal debts and obligations incurred during the students' scholarship period.*
 - b. *Reimbursement to the Ministry for all scholarship expenses if the student is dismissed or required to withdraw from scholarship by the decision of the Academic Committee.*
7. *Students must report to the Cultural Office before attending the university in order to be informed of their rights and obligations.*
8. *Students are required to remain at their assigned university.*
9. *Students are required to remain in their scholarship majors during the scholarship period and must provide the Cultural Office with the following:*
 - a. *Study Plan (degree plan/flow chart) during their first year of study*
 - b. *Grades/Official transcripts at the end of each term*
 - c. *Verification of Enrollment Form at the beginning of each term*

Students are not permitted to change their major prior to informing the Cultural Office and receiving official approval from the Ministry. Students are to be held responsible for any delay in submitting required documents. Student who do not comply for any reason will be given a warning period of one month after which their salaries will be held.
10. *Students are not allowed to take credits through correspondence, learning by distance or credits by examinations, except in accordance with stated guidelines and after approval of the Cultural Office.*

11. Students are expected to focus on academics and scholarship matters. They cannot seek employment during the scholarship period. The Scholarship Committee may, with Cultural Office's recommendation, allow students to engage in limited work/internship strictly related to their majors, and if it does not interfere with their studies.
12. Students must inform the Cultural Office prior to departure from their college/university.
13. Graduated students are only allowed to leave their colleges/universities upon completion of all graduation requirements after settlement of all personal obligations incurred while in their host country.

Article 4 – Academic Responsibilities of Scholarship Students

English Language Studies

1. Upon arrival in the U.S., students who earned the required TOEFL score for the Scholarship Plan are to be enrolled in an English Language program for one semester in order to obtain the 550 Paper based (213 Computer based test, 79-80 Internet based) TOEFL score normally required for unconditional academic admission.
2. Scholarships will be suspended after one term if students do not meet the English proficiency requirements for academic admission.
3. Students who obtain an academic admission or succeed at the TOEFL while enrolled in the English Language study must complete the course. Failure to complete the Intensive English program will result in scholarship suspension and students will be charged for all fees paid.
4. Students whose TOEFL score is 550 Paper based (213 Computer based test, 79-80 Internet based) or above must enroll at an accredited university approved for his/her major.

Academic Studies

1. Students in their first academic term may combine 6 academic credits with Intensive English credits to complete the 12 credits required.
2. Unless enrolled in Intensive English Studies, students must register for a minimum of 12 credits each term.
3. Scholarship students pursuing their academic studies must successfully complete 30 credits (semester system) or 45 credits (quarter system) for the academic year. Students who do not complete the required number of credits during the regular academic year may enroll for the summer term to complete the required number of credits.
4. Students who withdraw from courses after the universities' drop/add period will be charged for the costs of the courses dropped. The charges will be deducted from their monthly salaries at a rate not to exceed 25% of the monthly salary.
5. Students who fail to follow their study plan (i.e. complete the 30 semester/45 quarter credits required per academic year) will receive an academic warning due to under-enrollment unless prior approval was granted by the Cultural Office and the Ministry.
6. Students are expected to earn a "C" (2.0) average or above each term (4.0 scale). If the GPA falls below "C" for a particular term, the Cultural Office will implement the following:
 - a. Issuance of first academic warning and written appeal to raise the GPA in the coming term.
 - b. If the GPA is not raised the term after the first academic warning was issued, a second academic warning is to be issued.

Article 8 – Change of Major

Change of major is not allowed unless the Scholarship Committee determines that the change is appropriate and absolutely necessary.

Article 9 – Suspension of Scholarship

Students may be subject to suspension in the following instances:

- 1. Failure to obtain a visa for reasons beyond the students' control.*
- 2. Diagnosed with a physical/psychological illness. A medical report must be submitted and approved by the Ministry of Health.*
- 3. Departure from the host country due to an emergency. A letter must be submitted to the Cultural Office stating the circumstance and the duration of the scholarship suspension.*
- 4. Failure to gain acceptance to an approved four-year school. In these cases, a maximum of 2 semesters of scholarship suspension is allowed.*
- 5. Academic dismissal from the home university and inability to gain admission to another university. The scholarship will be suspended for a maximum of one year until admission is achieved at an approved university for the major.*
- 6. Failure to obtain the required TOEFL scores to gain academic admission to an approved 4-year institution after completion of Intensive English studies.*
- 7. Receipt of 3 consecutive or 4 non-consecutive academic warnings with only one or two semesters remaining for graduation.*
- 8. Academic suspension from the home university. The scholarship will only be reinstated upon gaining admission to an approved 4-year institution.*
- 9. There is only one course remaining for graduation, and that course is only offered during a particular term.*
- 10. Students in the final year of study who have exhausted the scholarship extension allowed, or in cases where the request for extension was denied are allowed a maximum of one year scholarship suspension.*
- 11. The suspension period will not be considered part of the scholarship period.*

Article 10 – Withdrawal From Scholarship

- 1. Withdrawal with an Excuse*

The Scholarship Committee will issue a decree waiving the repayment of expenses and will approve the withdrawal after evaluation of each student's case.

- 2. Withdrawal without an Excuse*

Students are required to repay educational expenses. The Scholarship Committee will determine the percentage amount that is to be repaid.

Article 11 – Dismissal From Scholarship

Students may be subject to dismissal from scholarship in the following instances:

1. Failure to contact the Ministry during the specified period of time after the announcement of the annual scholarship awards.
2. Violation of any conditions stated in Articles II and III of the Rules and Regulations.
3. Receipt of 3 consecutive or four non-consecutive academic warnings.
4. Failure to gain academic admission within a year from the date of scholarship suspension.
5. Failure to satisfy all graduation requirements within a year of suspension of scholarship until graduation.
6. Academic dismissal from the home university.
7. Students who are dismissed based on any of the above-mentioned reasons will repay all expenses and allowances paid to him/her during the scholarship period per Rules and Regulations.

Article 12 – Joining Scholarship

1. Must have Kuwaiti citizenship
2. Graduate of Kuwait high school or equivalent
3. May not hold a bachelor's degree or equivalent.
4. Student must not be an employee of the Kuwaiti government.
5. Enrolled full time in a program and university approved by the Ministry/Cultural Division.
6. Pursuing a major that is on the Ministry's scholarship list, or a major that has been cancelled for less than two years.
7. Interruption of studies prior to application for scholarship must not exceed one academic year.
8. Study or degree plan must be submitted for entire period of study. The courses completed must reflect the courses outlined in the study plan and must include courses required for the freshman year (1st year) for the scholarship major.
9. Students are not allowed to change their majors.
10. Private students who are awarded MOHE scholarship are not eligible for scholarship extensions.
11. Inclusion in the Scholarship plan will take place in the months of September and January, depending on the availability of seats with priority given to students with the highest scores.
12. Students must meet the following requirements:
 - a. Must obtain the required English proficiency score of:
 - i. International TOEFL of 500 (173 Computer based test, 61 Internet based) or English 101 and English 102 (English 102 must be earned at a 4-year institution approved by the Cultural Division)
 - ii. Completion of 30 semester or 45 quarter units in major or related areas as outlined in the study plan. All credits must be earned at an approved U.S. school with a 2.5 or higher (4-point scale) cumulative GPA; 2.0 GPA and * fulltime (12 credits) in most recent term of study.
 - iii. One-half of these credits (15 semester/22 quarter units) must be earned at the university approved for the student's major; the remaining credits may be earned at a two year college approved by the Ministry/Cultural Division.

- iv. *The credits completed must be in the major field of study being pursued.*

** Fulltime is defined as traditional classroom attendance. Nontraditional credits, such as credits by examination, Internet, and independent study are not considered fulltime study, and may not be counted towards Scholarship requirements.*

Article 13 – Reinstatement Of Scholarship From Dismissal

Conditions for reinstatement to scholarship:

- 1. Reinstatement is based on the Cultural Office's recommendation and approval of the Scholarship Committee. In the case of dismissed students, scholarships may not be reinstated more than once during the entire period of scholarship. The scholarship reinstatement will be awarded on a term-by-term basis, and will continue based on performance for the term. Students who are failing are subject to dismissal.*
- 2. Students who are dismissed due to charges of misconduct are not eligible for reinstatement of scholarship unless cleared of the charges.*
- 3. The dismissal period cannot exceed 2 academic years.*
- 4. The major must be included on the Ministry's list of scholarship majors.*
- 5. The total period under scholarship should not exceed the normal period allowed for the major.*
- 6. During the dismissal period, students must complete at least 30 semester or 45 quarter credits at an approved university with a cumulative GPA of 2.5 and at least 2.0 GPA during the last term of enrollment.*

Article 14 – Merit Scholarship Students

A. Pre-Merit Students

Applicants to the Merit Program who have conditional (pre-major) admission from Merit universities are sponsored by Ministry according to the following conditions:

- 1. Minimum high school grades of 3.50 or 90%.*
 - 2. Minimum SAT of 1650 OR minimum TOEFL of 600 Paper based (250 Computer based test, 100 Internet based).*
 - 3. Students must have conditional (pre-major) admission to a Merit University.*
 - 4. Students must adhere to the prescribed major and selected university.*
 - 5. The time limit as prescribed by the University for studying in the pre-major program must be observed.*
 - 6. Students will be transferred to Merit Scholarship upon earning a minimum cumulative GPA of 3.00 and securing direct admission (no conditions) to the major at a ranked university.*
 - 7. When seats are limited, applicants compete according to the above requirements.*
 - 8. The Pre-Merit scholarship is revoked when the cumulative GPA drops below 3.00. In this case, the student concerned is:*
 - a. Allowed to transfer to a conventional scholarship provided that the major is on the Ministry scholarship program.*
 - b. Suspended if the major is not on the scholarship plan.*
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9. *The Pre-Merit scholarship is terminated if admission to the major is not secured within the standard period prescribed by the university.*

B. Merit Students

1. *Requirements for Merit Scholarship are as follows:*
 - a. *Kuwait secondary school certificate or equivalent*
 - b. *Direct admission (no pre-major) to a degree program in a ranked university as determined by the Ministry of Higher Education and the Cultural Office.*
2. *The merit scholarship will be revoked in the case of failure to maintain a cumulative GPA of 3.0 or transfer to a university that is not on the ranked list.*
3. *Students whose merit scholarships are revoked due to failure to maintain the 3.0 GPA are:*
 - a. *Eligible for conventional scholarship provided their majors are on the MOHE scholarship plan.*
 - b. *Will be suspended if his/her major is not included on the list of majors in the scholarship plan.*

C. Conditions for Pre-Merit and Merit Scholarship Students

1. *Students whose scholarships are revoked for failure to maintain the required GPA will be allowed one year under suspension. Each case will be reconsidered for either reinstatement or termination after one year of suspension.*
2. *The cumulative GPA is the basic measure used to determine status of pre-merit and merit scholarships.*
3. *Reinstatement of merit scholarship may only occur during an academic year if the student is eligible (i.e. summers are excluded).*

Article 15 – Practical Training

Scholarship students are allowed to participate in practical training after completion of their degrees provided the following conditions are met:

1. *The minimum cumulative GPA for the undergraduate program must be “B” (3.0 on 4.0 scale) or its equivalent.*
2. *The undergraduate degree should be completed within the standard period required for the major and without scholarship extension.*
3. *The maximum period for the practical training is 6 months.*
4. *Practical training should begin immediately after completion of the degree.*

Article 16 – Continuation for the Masters

1. *The cumulative undergraduate GPA must be 3.5 or higher.*
 2. *Completion of the undergraduate degree within the standard period required for the major without scholarship extension.*
 3. *The master’s study must begin immediately following completion of the bachelor’s program.*
 4. *Must provide the Cultural Division with a study plan.*
 5. *The cumulative undergraduate GPA must be 3.0 or higher if the master’s degree is to be pursued at a graduate merit university.*
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6. *Students may only change the major pursued at the bachelor's level after approval by the Ministry's Scholarship Committee.*

Article 17 – Financial Rules and Regulations

Allowances Granted to Scholarship Students

1. *Scholarship students are entitled to 150.00 KD, payable only once upon release of the decree of sponsorship, and costs for any medical check-up and entry visas fees.*
2. *Students are entitled to monthly allowance upon their arrival at their study location, beginning no more than two weeks prior to commencement of their studies.*
3. *The Cultural office is responsible for arrangement and payment of hotel accommodation for each student for a maximum of 6 nights.*
4. *Students are entitled to book, clothing, and equipment allowances per scholarship rules and regulations.*
5. *Students who are required to participate in practical training in Kuwait while they are studying abroad, they will be eligible for their monthly salary converted to Kuwaiti Dinars at the prevailing rate of exchange.*
6. *Students, whose arrival to their study location is delayed due to an emergency, will not lose their monthly salaries provided the delay does not exceed 30 days. If the delay exceeds 30 days, salaries will not be paid until their return to school.*
7. *Scholarship students granted sick leave, will receive their monthly allowances for one term only, provided their sick leave is verified by their doctors and approved by the Academic Committee of the Cultural Division.*
8. *Scholarship students requesting maternity leave during study period will continue receiving financial allowances for a period of one academic term.*
9. *The Cultural Office will pay all academic fees for scholarship students enrolling in colleges and universities.*
10. *The Ministry is responsible for all bank transaction fees for the transfer of scholarship students' allowances.*
11. *Students who do not complete the required credits and do not register for the summer term in order to complete the required credits, are not eligible for summer allowances (July and August).*
12. *Graduating students are eligible for two month's salaries from the date they completed degree requirements.*
13. *Monthly salaries (conventional scholarship rate) will be paid for the six months while the students are engaged in the practical training.*
14. *Students whose scholarship has been extended for the master's degree are entitled to monthly salaries at a conventional scholarship rate.*

Allowances Granted to Outstanding Students

1. *Outstanding scholarship student and students sponsored by the Ministry are to receive the following:*
 - a. *K.D. 1,000 to outstanding graduating students (students with cumulative GPA of 3.5 or above)*
 - b. *K.D. 500 to outstanding undergraduate students (cumulative GPA of 3.5 or above and 30 semester or 45 quarter credits earned for the academic year)*
2. *MOHE scholarship students graduating one academic term ahead of their scholarship expiration dates are to receive three months' allowance as a reward.*

Additional Allowances Granted to Merit Scholarship Students

1. *An additional monthly honorarium equivalent to 50% of the amount awarded to conventional students.*
 2. *A maximum, one time award, totaling \$2,000.00 for equipment. In addition, the merit scholar is entitled to the annual equipment and book/clothing allowance granted to conventional scholars.*
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3. Pre-merit and Merit students are exempted from majors prescribed in the Ministry's annual scholarship program.

Allowances Granted to Scholarship Students for their Accompanying Family Members

Scholarship students are entitled to an allowance for family members accompanying them as follows:

1. Additional spousal allowance, amounting to 80% of the scholarship student's monthly allowance. The marriage allowance is paid to the student if the spouse is proven not to be:
 - a. A scholarship student sponsored by Kuwait
 - b. An employee who receives a full or partial salary by a Kuwaiti institution.

Students will not be entitled to marriage allowances if their spouses depart their study location for a period that exceeds two months during the academic year, whether consecutive or non-consecutive.

2. Payment of a scholarship student's marriage allowance continues even if the wife requests for a maternity leave during her husband's period of study provided that it does not exceed one academic term and has prior approval from the Cultural Office.
3. Scholarship students are entitled to additional allowances for their children as follows:
 - a. 20% of monthly allowance for the first child
 - b. 15% of monthly allowance for the second child
 - c. 10% of monthly allowance for the third child
4. Payment of tuition for children from kindergarten through high school. The maximum tuition allowed is \$300.00 per month per child

Scholarship student's social allowance is to be increased 50% for a handicapped child upon submission of proof from the Medical Committee of the Higher Council of Handicapped Affairs.

Travel Tickets for Scholarship Students

1. New students are entitled to an economy class air ticket (actual/cash) to travel to their study locations issued prior to commencement of studies.
2. Students are entitled to cash equivalent of an annual ticket provided that they meet all the requirements per scholarship rules and regulations. Tickets are forfeited if not requested before the end of the fiscal year (March).
3. In the event of the death of a parent or child, the student and family member(s) who are at the place of study are all eligible for tickets.
4. Students whose scholarships have been suspended are not entitled to tickets to return from Kuwait to the study location after the suspension period unless the Scholarship Committee decides otherwise.
5. Children of diplomats are eligible for either a cash equivalent to a ticket to Kuwait or the destination where the diplomatic parent is assigned.
6. Students are entitled to cash equivalent of a ticket to Kuwait upon graduation. Students who are within six months of graduation are not entitled to an annual ticket.
7. Students continuing for their masters are entitled to a ticket to their study location and a ticket to Kuwait upon completion of the masters.

Travel tickets for Family Members of Scholarship Students

1. Spouses and a maximum of three children of qualified scholarship students are entitled to annual tickets, either as an actual ticket or its cash equivalent.
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2. *Accompanying family members lose their right to tickets if they leave the students' study location two months or more prior to the entitlement for annual tickets.*
3. *Accompanying family members who have joined scholarship students at their place of study less than six months prior to students' entitlement for tickets are not eligible for annual tickets.*
4. *Non-Kuwaiti wives of scholarship students are entitled to travel tickets if they were married before his sponsorship.*
5. *Their accompanying family members are issued tickets in the case of a student's death.*

Spouse and Children's Education Expenses

1. *The Cultural Office will pay for a spouse's education expenses during the scholarship student's study period provided the following:*
 - a. *The spouse's education does not exceed a bachelor's degree*
 - b. *The spouse has not previously obtained a bachelor's degree*
 - c. *The period of study does not exceed that of the scholarship student**The Cultural Office will also pay for the scholarship student's children's school fees and books as of kindergarten provided that they are at least 4 years of age.*
2. *A Scholarship student who is married to another scholarship student loses the right to educational expenses if one is dismissed.*

Medical Care Expenses

1. *Medical care is subject to regulations set by the Ministry of Health represented by its health office and applies to each student's family members provided that there is proof that they are permanently residing with the student.*
2. *Students and accompanying family members' medical care are subject to the medical insurance system, if one is available in the country of study. A payment of a monthly medical insurance premium is paid within the host country as long as the students reside there.*

Rules and Regulations Governing Repayment of Expenses

1. *Upon termination of scholarship due to lack of academic progress, students are subject to either a full or partial payment for all educational costs as determined by the Scholarship Committee of the Ministry.*
 2. *Repayment of expenses or part of it, per Scholarship Committee decision, is applied in the following cases:*
 - a. *Dismissal from university of college due to misconduct.*
 - b. *Failure to abide by the Ministry's or Cultural Office's instructions, or unsatisfactory academic performance.*
 - c. *Absence or withdrawal from studies without a reason acceptable to the Scholarship Committee.*
 - d. *Change of major or transfer of schools without prior approval from the Scholarship Committee.*
 - e. *Marriage to a non-Kuwaiti during the period of study.*
 - f. *Accepting employment while under scholarship without prior approval from the Cultural Office and the Ministry.*
 3. *Reimbursement of expenses due to cancellation of scholarship is as follows:*
 - a. *Debt is to be paid in one lump sum. However, the Scholarship Committee can authorize a payment in monthly installments of no less than K.D. 100 with the condition that the first installment is no less than 20% of the total amount.*
 - b. *In case the approval is granted to have the debt paid in installments, the student or guardian is required to sign pledges.*
 4. *Students are exempted from repayment of the above referred expenses in the following instances:*
 - a. *Death of the scholarship student*
 - b. *Physical or mental incapacity with submission of medical reports*
 - c. *Inability to continue in the scholarship program, without negligence or intended carelessness, supported by reports from concerned authorities to the Scholarship Committee.*
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- d. *The presence of unforeseen circumstances or special cases that prevent students from reporting to the study location. The scholarship Committee is to decide its validity.*
- e. *If a student obtains the university degree.*

Merit Scholarship

Merit scholarship students removed from merit or pre-merit scholarships are to repay all expenses. However the repayment will be dropped if students are reinstated to merit scholarship.

Cases of debts and reimbursements to the Ministry, prior to these Rules and Regulations can be viewed by the Scholarship Committee.

This decree is to be among the documents that students and their guardians are required to sign prior to sponsorship, in order for them to be aware of, and abide by, its rules and regulations and to be responsible for its financial obligations per Ministerial decree 18/97 issued on May 21, 1997.