

 جامعة الإمارات العربية المتحدة United Arab Emirates University 	Graduate Studies Procedures Manual	Related Policy	GP-12
		Effective Date	01-Sep-2014
	Subject PhD Scholarships and Fellowships, and Graduate Assistantships	Most Recent Review Date	01-Dec-2013
		Due Date for Next Review	01-Sep-2016
	Responsible Office: DVC Research & Grad. Studies	Pages of these Procedures	1 of 2

Procedures of Policy No. (12) - PhD Scholarships and Fellowships, and Graduate Assistantships

1. Eligibility Criteria and Conditions

- a) Graduate students who are awarded PhD Scholarships, Fellowships, or Graduate Assistantships must meet the following conditions and minimum eligibility criteria.
- b) Eligibility for and requirements of PhD Scholarships and Fellowships:
 - (i) Candidates must be admitted as regular, degree-seeking graduate students, without any conditions.
 - (ii) Recipients must be enrolled on full-time basis (i.e. registered in 9 or more graduate credit hours per semester, except when students are registered in dissertation credits) during the term of award. Exceptions must be justified and are to be recommended by the PhD Program Coordinator and approved by the College Dean and the Dean of CGS.
 - (iii) A PhD Scholarship recipient who is receiving salary from any other source will be entitled to all benefits except the monthly stipend. Also, PhD scholarship students who take up employment elsewhere and become part-time students after completing the residency period (see Residency Requirement in the PhD Program policy) will be entitled to single housing only.
 - (iv) Scholarship recipients are required to be available and on duty at the University throughout the year, including during the Winter and Spring Breaks and Summer, except on official holidays. Furthermore, recipients are entitled to a total of 25 paid leave days, which they should take when classes are not in session, especially in the Summer. Leave requests must be coordinated with the students' supervisors and approved by the respective College Deans.
 - (v) Approved leave of absence from study as defined in the Graduate Studies Policies will not be counted in the term duration of the award.
 - (vi) Stipend payments will discontinue during an approved leave of absence, however, other benefits (e.g., insurance and housing support) may continue.
- c) Eligibility for and requirements of Graduate Assistantships:
 - (i) Candidates who are first-time graduate students should have a minimum cumulative GPA of 3.0 on a scale of 4.0 or equivalent, in the Bachelor degree.
 - (ii) Other candidates should carry a minimum of 6 earned graduate credits and must have a minimum cumulative GPA of 3.0 (on a scale of 4.0) or equivalent in their graduate studies.

2. Availability of Opportunities

- a) Opportunities for PhD Scholarships and Fellowships are normally available at the time of admission into the PhD Program. The number of awards made each year may vary depending on the availability of funds.
- b) Opportunities for Graduate Assistantships may become available at any time, and hence may be announced or made known to students in different media and at different times. Graduate students interested in applying for Assistantships are advised to check with their respective Departments, Colleges and/or the CGS.

 جامعة الإمارات العربية المتحدة United Arab Emirates University 	Graduate Studies Procedures Manual	Related Policy	GP-12
		Effective Date	01-Sep-2014
	Subject PhD Scholarships and Fellowships, and Graduate Assistantships	Most Recent Review Date	01-Dec-2013
		Due Date for Next Review	01-Sep-2016
	Responsible Office: DVC Research & Grad. Studies	Pages of these Procedures	2 of 2

3. Awards

- a) PhD Scholarships and Fellowships are awarded for a total period not to exceed four years provided the recipient continues to meet the eligibility criteria of the award, and subject to availability of funds. A student may request one extension for up to two semesters, with documented justification.
- b) Graduate Assistantships are awarded for a period of one year or less and may be renewed, provided the recipient continues to meet the eligibility criteria of the award and has received good performance appraisal from the supervisor.
- c) Graduate Assistantship awards are to be made by the respective Deans of the Colleges, based on the available funds, upon the recommendations of the Chairs of the Departments and/or the Principal Investigators, if the Assistantship is funded by a sponsored project.