



Conditions to be met and documents required to apply for financial aid (cash, iPad, laptop)

Conditions for receiving financial aid (cash):

1. The student must be registered with the electronic Financial Aid System. Log on to [E-Services](#) and upload all the documents required.
2. The student should be on regular study course.
3. The monthly average stipend will not exceed AED 2,000 per person for UAE national students or AED 1,000 for non-nationals.
4. The student must have their own bank account.

Note: Registration on the Financial Aid System opens for 4 weeks at the beginning of each semester as per the university's academic calendar.

Conditions for receiving an iPad or laptop:

1. The student must be registered with the electronic Financial Aid System. Log on to [E-Services](#) and upload all the documents required.
2. The student should be on regular study course.
3. The monthly average stipend will not exceed AED 2,000 per person for UAE national students or AED 1,000 for non-nationals.
4. The student should have fewer than 60 credit hours remaining before graduation.
5. The student must be enrolled in courses that require the use of the device requested.

Note: Registration on the Financial Aid System opens for 4 weeks at the beginning of each semester as per the university's academic calendar.

Documents required for financial aid:

1. A copy of university ID card.
2. Photocopies of the passports and UAE identity card of every family members and a valid residence permit.
3. Copy of the family's National Identity Booklet.
4. Salary certificate approved by employer (not more than six months old), or proof of pension or monthly alimony statement (if mother is divorced).
5. A copy of employment contract stamped by the employer (for private sector employees).
6. A Recent Certificate from the Ministry of Social Affairs with proof of receipt of aid.
7. If the student's guardian is unemployed an adoption certificate from the court is required, in addition to an end of service certificate.
8. Court certificate for unmarried children over the age of 18 (for males: confirmation of non-employment status, for females: confirmation of non-employment status + non-marriage).
9. In the event of a parent's death a copy of the death certificate is required, plus proof of inheritance of heir's rights from the court.
10. An authenticated contract of lease.
11. Those with bank loans must provide assets of debt including remaining time, a record of monthly installment and a bank statement for the last 6 months.
12. A bank statement for the last 6 months is also require if the applicant works.
13. A completed annual Zakat Fund form is required to apply for cash. This form is on the Financial Aid webpage.
14. A To Whom it May Concern certificate from the bank stating the IBAN (International Bank Account Number) that any approved financial aid will be transferred to.

Notes:

1. All documents must be uploaded in PDF or image format.
2. Please put family passports or National Identity Booklet in one PDF file.
3. ~~Citizens (only) should~~ insert a copy of a water and/ or electricity bill, a copy of their maid or driver's passport and school fees if when necessary.
4. If an individual in the family over 18 does not work they will count as two family members in assessing the family's financial situation. Evidence of this must be provided.
5. The university has the right to request additional documents from the student and will exempt them from some of the documents according to status, nationality and acceptance by UAEU.
6. The university has the right to stop the aid according to budget availability coming from external sources.
7. In the case of the Zakat Fund documents must be updated at the beginning of each academic semester. The cash flow will stop until the documents have been updated, reviewed and transferred to the Zakat Fund system.
8. If any documents are missing your request will be rejected.
9. Choose a bank account that does not charge fees.
10. Information regarding eligibility for financial aid will only ever be disclosed in the presence of the student.
11. An iPad or computer granted to a student becomes their responsibility. UAEU will not repair or replace it.
12. If you experience any problems with the system please contact **helpdesk@uaeu.ac.ac**.



Financial Aid Office

Email: financialaids.office@uaeu.ac.ae

Gender	Date	Time	Location	Tel
Female Students	Sun-Tue	7:30 am – 3:00 pm	Building (B3)- Office(005)	+97137136021
Male Students	Mon-wed		Building (G2)- ground floor - Office(1007)	+97137134839