



Prince Sultan University  
College for Women

# **SCHOLARSHIP**

## **REGULATIONS HANDBOOK**

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## Introduction

A nation's educational system is an important indicator of the level of a country's advancement and its capacity for future development. The better its educational system is able to respond to society's needs and to address its capabilities and energies, the greater the likelihood that the nation shall succeed with its cultural goals and guarantee its future.

It is widely known that the events and discoveries that make any civilization great come primarily from a small group of scientifically talented and creative individuals. Accordingly, today the world's gaze is directed at nations' most outstanding students, for they represent the people's intellectual wealth, and are entrusted with society's collective hopes and dreams for future development and stability.

The study scholarships that several scientific bodies offer to outstanding students are considered significant indicators of those bodies' awareness of these students' importance and their anticipated future roles in society and in the nation.

Prince Sultan University – Saudi Arabia's first private university– is aware of its responsibility to society and, in particular, to the most outstanding of the Kingdom's children. The Directors of the Riyadh Philanthropic Society for Sciences – the University's supervising institution – therefore agreed without hesitation to sponsor the ten most outstanding male and female students (based on their general high school certificate) to the Men's and Women's Colleges, and have awarded scholarships to the University's most outstanding students. Several national institutions have also participated in providing these students with scholarships, from which many have now benefited. It is hoped that the scholarship recipients will form a generation whose example others will follow, and that they will bring progress and prosperity to our society.

Here we present you with a booklet on the scholarship system at Prince Sultan University explaining the classes of scholarships, the conditions for awards and the benefits to be obtained.

## One: Categories of University Scholarship

Scholarships are classified as follows:

1. **Study Scholarships**; composed of the three following categories:

a. Top Ten Scholarships: scholarships funded by the Riyadh Philanthropic Society for Sciences and subject to the University's scholarship regulations, as approved by the University's Board of Trustees.

b. Current Student Scholarship: scholarships funded by a body external to Prince Sultan University, without specifying the student who receives the award. It shall be awarded to a student registered at the University who has completed two semesters and shall be subject to the University's scholarship regulations, as approved by the University's Board of Trustees.

c. Prospective Student Scholarship: scholarships funded by a body external to Prince Sultan University, without specifying the student who receives the award.. It shall be awarded to an applicant who wishes to register at the University, and shall be subject to the University's scholarship regulations, as approved by the University's Board of Trustees.

**2. Study Missions**: missions funded by a body external to Prince Sultan University; the delegated student shall be specified. The scholarship shall not be subject to the University's scholarship regulations, as approved by University's Board of Trustees, but to the regulations of the delegating body applicable to missions.

**3. Study Loans**: loans financed by the Prince Sultan University Student Fund at the Riyadh Chamber of Commerce. The Chamber of Commerce shall specify the name of the student who receives the loan. The scholarship shall not be subject to the University's scholarship regulations, as approved by the University's Board of Trustees, but to the regulations of the lending body.

## **Two: Requirements for Obtaining a Scholarship**

These requirements pertain to the first class of scholarships. Study mission applicants shall apply to the delegating body, in accordance with their conditions. The position is the same for loans: the applicant shall apply to the Chamber of Commerce and obtain a loan in accordance with the conditions set by the Chamber of Commerce.

The scholarship requirements at the University are the following:

### **1. Requirements for Obtaining a Top Ten Scholarship:**

- a. The applicant shall be a recent high school graduate.
- b. The applicant shall be one of the top students from across the Kingdom or region. Preference shall be given to applicants on the basis of

specialization, total marks, and the number of scholarships available. The applicant shall also be required to pass a personal interview.

Note that this class of scholarship is decided by the Riyadh Philanthropic Society for Sciences' Board of Directors and is available to Saudi and non-Saudi candidates.

## **2. Requirements for Obtaining a Current Student Scholarship:**

- a. The applicant shall be a Saudi national.
- b. The applicant's cumulative GPA shall be 3.0 out of 4.0 or above.
- c. The applicant shall not have received a denial notice (DN) in any of preparatory or college subjects.
- d. The applicant shall have completed two semesters at the University. If his/her cumulative GPA (for the preparatory year) subsequently disqualifies him/her from obtaining a scholarship, he/she may adopt the university-level average, on the condition that the number of hours completed by the applicant at the university level is not less than 12. His/Her university level average must not be less than 3.0 out of 4.0.

## **3. Requirements for Obtaining a Prospective Student Scholarship:**

- a. The applicant shall be a Saudi national.
- b. The applicant shall be a recent high school graduate.
- c. The applicant's high school GPA shall be 90% or above.
- d. The applicant shall pass the admissions examinations. Preference shall be given to applicants on the basis of specialization, total marks, and the number of scholarships available. The applicant shall also be required to pass a personal interview.

## **Three: Requirements for Continuation of a Scholarship**

Students who receive scholarship awards shall have their records reviewed at the end of each semester, and satisfaction of the scholarship requirements must be confirmed, in accordance with the following:

### **1. Top Ten Scholarships:**

As the aim of scholarship is to motivate students to excel in their studies, the committee has decided to further motivate the top ten students from

across the Kingdom students and distinguish their high school cumulative averages from those of other scholarship students by the following:

- If the student's cumulative GPA is 3.5 or above out of 4.0, the scholarship and monetary award shall continue.
- If the student's cumulative GPA is less than 3.5 out of 4.0, the scholarship shall continue, but the monetary award shall be discontinued.
- If the student's cumulative GPA is less than 3.0 out of 4.0, the student shall lose both the scholarship and the monetary award.

A student who loses such a scholarship may recover it. His/Her award will be as follows:

- If the student raises his/her average to 3.0 – 3.49 out of 4.0, only the scholarship shall be reinstated.
- If the student raises his/her average to 3.5 or above out of 4.0, both the scholarship and the monetary award shall be reinstated.
- Students are only eligible for scholarship or monetary award reinstatement only once.

## **2. Current and Prospective Students' Scholarships:**

For students with these scholarships, the scholarship continuation is conditional upon the student's average being not less than 3.0 out of 4.0 throughout his/her years of study at the University.

## **Four: Comparing Criteria for Granting Scholarships to Current Students**

Scholarship candidates are selected according to following criteria:

1. Cumulative GPA: 50%
2. High school average: 25%
3. Assessment by the Student Affairs Center: 15%
4. Instructor's assessment: 10%

The minimum percentage for consideration as a scholarship candidate is 80%.

## **Five: Benefits Received by the Scholarship Student**

1. Scholarships begin from the semester applied for. No backdated payments are made..
2. Students are exempted from University fees.
3. The top 10 students shall receive a monetary award in addition to their scholarship, in the following order:
  - First, second, and third: 1500 Riyals
  - Fourth, fifth, and sixth: 1000 Riyals
  - Seventh, eighth, ninth, and tenth: 500 Riyals

## **Six: Documents Required for a Scholarship Application**

### **1. Top Ten Scholarships:**

- Fill out an application form.
- Submit a copy of the student's high school certificate.
- Submit a copy of the University admission letter.
- Submit a copy of the student's ID.
- Submit a declaration from the Ministry of Education stating that student is one of the Kingdom's top ten students.

### **2. Current Student Scholarships:**

- Fill out an application form.
- Submit a copy of the student's University academic record.
- Submit a copy of the student's ID.

### **3. Prospective Student Scholarships:**

- Fill out an application form.
- Submit a copy of the student's high school certificate.
- Submit a copy of the University admission letter.
- Submit a copy of the student's ID.