



Dear Sir/Madam,

Scholarships and International Admissions Section (SIAS) at Qatar University congratulates your institution for being one of the organizations selected as a beneficiary of the scholarship of Arabic Program for Non-native Speakers (ANNS) offered by Qatar University for the Academic year 2020/2021. Please read the following conditions and policies carefully, and fill the required information at the end of this form; then send it to the following email: internationalstudents@qu.edu.qa

Eligibility

The nominated student to the Arabic Program for Non-native Speakers should meet the following criteria:

1. To have at least a high school diploma. (Baccalaureate degree or institute graduates are preferred).
2. Be between 18 and 40 years old.
3. Was not granted a scholarship to study in the program in previous years.
4. Must have at least basic knowledge of Arabic language (Modern Standard Arabic). Good command of alphabet is essential.
5. Applicants to the ANNS program should be able to communicate either in English or in Arabic with the administration of the university and the university community.

How to Apply

1. The student must apply online admission application and upload the required documents then pay 50 Qatari Riyals, application fee, all described here: http://www.qu.edu.qa/apply_for_arabic_program/
2. Timeline for applying to the program for the academic year 2020 - 2021 **starts on 12th of January 2020 until 19th of March 2020.**
3. For assistance on how to apply online admission, student should visit the following website: http://www.qu.edu.qa/students/admission/undergraduate/application_assistance.php

Required Documents for online application

1. Highest attained academic credentials, transcript or certificate.
2. Resume / C.V. (Curriculum Vitae) should include the applicant's mobile/cell number + the country code and the email address.
3. Passport copy, valid for 1 year, need copy of the page/s that hold the following information: your photo and information, and the passport expiry date.
4. Recommendation Letter that state why your esteemed institute nominated the applicant to study in the Arabic Program for Non-Native speakers and provide your email address to be contacted by the University.

NOTES:

1. Upload the scanned copies of the above documents during the online application.
2. Any application or documents will NOT be considered after the given deadline.
3. Uploading the required documents doesn't secure the acceptance for the student in the program; applying to the program is highly competitive and the accepting decision subjects to the number of applicants and available scholarships.
4. In case that one or more of the required official documents are missing, the student's application will be rejected.
5. Admission to the Arabic for Non-Native Speakers program takes place in Fall semester only.



6. For additional information on the program, please see the [ANNS webpages](#)

Required Documents after Conditional Acceptance

1. **Attested copy of highest attained academic credentials (transcript or certificate).**

Transcript or certificate attestation requirements:

- No further attestations required if the transcripts or certificates issued from USA and UK universities as it should be enclosed in a sealed envelope and sent by the registrar office to Scholarships and International Admissions Section at Qatar University directly by post. Meanwhile the high school certificates or transcripts should meet the attestation requirements mentioned below.
- Transcripts or certificates issued from High schools from around the world OR Universities from out of USA and UK should meet the attestation requirements mentioned below:
 - Must be certified by either the Ministry of Education or the Ministry of Foreign Affairs and Qatar Embassy (or any GCC Embassy if Qatar Embassy is not available) for the country in which the certificate is issued.
 - If Qatar or GCC Embassies are not available, the attestation can be from any Arab country's Embassy for the country in which the certificate is issued.
 - Qatari residents can certify the transcript by the Embassy of their country located in Qatar instead of Qatar Embassy.
 - An Arabic or English translation must accompany the transcript if it is issued in a language other than Arabic or English.

Note: Qatar University has the right to ask for extra attestations if needed.

2. Original Recommendation Letter.
3. 1 Photo, passport size.
4. Health Evaluation this form should be signed by an authorized Medical Clinic/Hospital in applicant's country. This Health Evaluation form is acceptable ONLY from applicants from outside Qatar who are not having a Qatar residence permit.
5. Copy of the Qatar ID card.
6. Health Certificate (**issued inside Qatar**) by Medical Commission Authority or any other private hospital issue this certificate. Scholarships and International Admissions Section will assist those students from outside Qatar and have obtained a student visa from Qatar University in satisfying this requirement and copy of Qatar ID card after their arrival to the State of Qatar.

These documents should be sent to the following mail address before the deadline:

**Qatar University
Admission Department
Scholarships and International Admissions Section
P.O. Box 2713
Doha, Qatar**

The scholarship includes:



1. Entry visa and residence permit fees.
2. Tuition fees and textbooks.
3. Round-trip air ticket.
4. Financial Aid of 500 Qatari Riyals on a Monthly basis.
5. Accommodation at the University dorms which includes 3 meals a day, laundry machines, wireless Internet service, games hall, library, computer lab, Gym facilities, swimming pool in the female dorm, transportation to and from the Campus and etc. Please find the QU Housing department Home page at: http://www.qu.edu.qa/offices/housing/student_housing.php
6. Medical treatment feature:
 - Inside the Campus: The clinic at QU provides free medical support and services to female students, faculty, and staff of the University. Experienced doctors, pharmacists, and a team of dedicated nurses are constantly on hand working to secure the safety and well-being of the University's attendants, as well as contribute health education programs for raising awareness. For male students there is a clinic in the male activities building.
 - Outside the Campus: (Citizens and residents of Qatar may apply for a health card to access services at any of the Hamad Medical Corporation's healthcare facilities or hospitals. To obtain a health card, visit the Primary Health Care Center (PHCC) nearest to where you live.

International Students Policies:

1. Scholarships and International Admissions Section will provide the entry visa and residence permit for the accepted student in Qatar University when the student receives the Admission Letter.
2. Student whose residency is under the sponsorship of Qatar University became an international student at QU.
3. Scholarships and International Admissions Section contact all international students via student's QU email account and/or mobile phone number; student is obliged to respond promptly.
4. Student should bring (10) passport size photos with blue background; 500 US Dollars as pocket money, and a document proves student's blood group, they are required to complete the process of issuing Qatari Residence Permit.
5. Student will undergo medical examination and fingerprints procedures after his/her arrival to Doha to complete the process of issuing the Qatari Residence Permit in cooperation with the Scholarships and International Admissions section. **These procedures takes around 2 months, student is not allowed to leave the State of Qatar until completing the procedures and the residence permit stamped on the passport.**
6. Health Insurance is not mandatory in the State of Qatar.

The Tickets:

1. Only a one-way ticket will be provided for scholarship students those who are selected by Qatar University. Students will not be compensated financially for the purchase of a ticket on his/her own account whether coming for the first time or returning after vacation, without the prior approval from Scholarships and International Admissions Section.
2. The ticket will be provided for traveling to student's home country. If he/she wants to travel to another country, must be permitted by the Scholarships and International Admissions Section.
3. The return ticket will be given as the student can travel during the first week after the graduation ceremony for the spring semester in every academic year.



4. The short scholarship student has to pay the air fare on his own account, if excuse from the scholarship and studying in the program without any acceptable reasons.
5. The ticket will be provided only when student is willing to travel.

Residence and Exit Permits:

1. Every trip to outside Qatar is required an Exit Permit. Arabic Program for Non-Native Speakers student should get the approval of the Director of the program, prior to request for Exit Permit.
2. For female students traveling by road, they must submit written consent of her guardian, and a copy of guardian's ID card to the Scholarships and International Admissions section, which requests for issuing exit permit to travel by road.
3. If the scholarship has been canceled due to the student's failure to achieve the conditions to continue as a beneficiary from this scholarship. His residence permit will be canceled and given a one way airline ticket.
4. The University has the right to claim all or part of any expenses due to student's failure to meet deadlines.
5. Student is NOT allowed to work in Qatar either in a part time or full time job. Student is not allowed to collect money from any charity agencies and others under any circumstances.
6. The graduate students should depart the country, the final departure, within five days from the issuance of Graduation statement; Scholarships and International Admissions Section will finish the process of canceling the student's residence permit and issue him/her a one way ticket.
7. Arabic Program graduated student should cancel the residence permit and leave Qatar; it is not allowed for the program students to transfer their residence permit to another sponsor after graduation.

Arabic Program for Non-Native Speakers Program Policies:

1. The Arabic for Non-Native Speakers Program seeks to build bridges of cultural communication between the State of Qatar and people of diverse nationalities and is based on the principle of tolerance, openness and respect for others. Any student whose acts would lead to a distortion of this mission will be subject to accountability and the law will be applied.
2. If the student's absence exceeds 25% in one semester without a permission or valid reason (Doctor's note), the scholarship will be canceled and the University will not provide a return ticket. The student would return on his/her own expense.
3. The student deserves a return air ticket only after his course completion.
4. In case of student's withdrawal during the academic year without a valid reason, the University will not provide a return ticket, the student would return on his/her own expense. Granted organizations (Universities, embassies, NGOs, etc.) who requests the withdraw of one of their students within the Academic year, should provide the student with a return expenses including the ticket.
5. If the student could not pass the first primary level in the first semester, his scholarship and his residency will be canceled and he will be given a return ticket to his country.
6. The nominated student cannot postpone his Scholarship to the following academic year; however the student may apply again for the following year.
7. Adherence to the rules and regulations of Qatar University including the Dormitories is mandatory and any violation to these regulations may result in canceling of the scholarship.
8. Arrival in Qatar should be two weeks ahead of the beginning of the semester.
9. Student is not allowed to collect money from any charity agencies under any circumstances. In case of any violation to that rule, the scholarship will be canceled and student will get one way ticket to his/her country.
10. The program duration is one academic year that is comprised of 2 terms, fall and spring.



11. Adherence to attend all orientation events organized by Qatar University announced in the admission decision emails, such as orientation day of the Arabic Program and International Students.

Acknowledgement

I have read and understood all the terms and conditions mentioned above and I promise that our candidate follow all the instructions from University throughout his/her study time.

Organization Title & Seal (if applicable): Date:...../...../.....

This agreement is valid for this organization ONLY

Name, Signature:

Qatar University
Scholarships and International Admissions Section
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