

*Collaboration between AOU and External Academic Institutions*

# **The Organizational Bylaws for Ph.D. Scholarships at the Arab Open University**

**Approved by University Council No. 63**

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## Introduction

These bylaws organize the award of scholarships for obtaining a Ph.D. degree in the Arab Open University for Master's degree holders among teaching staff members and administrators within the framework of joint supervision between AOU and external academic institutes recognized by the AOU. The aim is to raise the academic standards of the persons who are accorded these scholarships and in accordance with certain conditions and benchmarks that serve the interests of the Arab Open University.

## Article 1: Title

The present bylaws shall be named: "The Organizational Bylaws for Ph.D. Scholarships at the Arab Open University in the Framework of Joint Supervision between AOU and External Academic Institutes."

## Article 2: Definitions

Unless the context indicates otherwise, the following words and expressions shall have the meanings specified hereunder:

University / AOU	The Arab Open University
President	The University President
VPAA&SR	The vice President of academic affairs and scientific research
Programme Dean	The Dean of an academic programme at HQ
Faculty Dean	The local Dean on a branch level
Director / Rector	The Director of an Arab Open University branch or campus
Branch / Campus	An Arab Open University branch or campus
Candidate	A teaching staff member or administrator holding a Master's degree and chosen for a scholarship
The Supreme Committee	The supreme committee for research and development at headquarters

### **Article 3: Nomination Stages**

Scholarship nomination goes through the following three stages:

- 1) The Academic Research Committee at an AOU Branch shall study the applications for Ph.D. scholarships and nominate the persons who meet the conditions and standards proposed in the current bylaws. The nominations are then sent to the concerned Deanship.
- 2) The Deanship then studies the applications coming from different branches in view of its needs, and sends its recommendations to the Supreme Committee.
- 3) The final decision is made by the University Council at the recommendation of the Supreme Committee.

### **Article 4: Nomination Conditions**

The candidate for a Ph.D. scholarship must fulfill the following conditions:

- 1) Have a Master's degree from a recognized University, which is accredited by the Ministry of Higher Education in the country where the branch he/she works in is located.
- 2) Having worked as a full timer at AOU for at least two years before he/she applies or is nominated to the scholarship.
- 3) Knowledge of English language according to the condition of the party, which will supervise his research.
- 4) Excellent performance reports and providing evidence for these reports.

### **Article 5: Appointing Supervisors**

Supervisors are determined as follows:

- 1) The external academic institute appoints the principal supervisor of the doctoral thesis for the scholarship holder. On the other hand, the Supreme Committee appoints the joint supervisor who is nominated by the concerned Deanship.

- 2) The joint supervisor must be a full-time teaching staff member at AOU. The Supreme Committee may wish to approve the appointment of a joint supervisor from another University if it sees fit.
- 3) The Rector issues an executive order determining the remuneration of the joint supervisor in line with the remuneration scale common in the country in which the Branch is located.

#### **Article 6: Role of Research and Development Committee**

- A) The Academic Research Committee at the Branch supervises the commitment of the scholarship holder to the signed contract. It also facilitates travel processes and ticketing, following up on expenses, and preparing a full report about the scholarship holder to be submitted to the Supreme Committee.
- A) The academic research committee shall ascertain that the Ministry of Higher Education of the country where the Branch is located recognizes the foreign academic establishment to which the scholarship holder has been assigned to and keeps the Supreme Committee abreast of the latest developments related to this topic.

#### **Article 7: Suspension or Cancellation of a Scholarship & Penal Articles**

- A) The University may suspend or cancel a scholarship in the following situations:
  - Lack of seriousness in completing the study noted in the supervisors reports.
  - Breach of the scholarship's time schedule.
  - Dismissal of the candidate by the side in which he/she is registered.
  - Termination of service of the scholarship holder as per Teaching Staff Members Bylaws.
  - Breach of any condition of Ph.D. scholarship rules or regulations.
- B) The beneficiary of a scholarship shall pledge to serve in an AOU Branch for a period not less than the scholarship period. Any breach of this condition

or dismissal as a result of negligence, AOU shall have the right to reclaim the sums which he/she had received as a result of the scholarship.

### **Article 8: Scholarship Period**

The period of the scholarship shall be limited to three years. However, the Supreme Committee may extend this period by a single year.

### **Article 9: General Provisions**

- A) The current bylaws herein shall override any previous bylaws relating to or having the same title or subject matter.
- B) The office of the VPAA&SR is responsible for following up the implementation of these bylaws and for bringing any matter not covered by the bylaws to the attention of the Supreme Committee to decide on it.
- C) The AOU branch Rectors are responsible for implementing the provision issued in accordance with these bylaws.