

PROMOTING OPPORTUNITIES FOR EXCELLENCE

# SCHOLARSHIP GUIDE





## HIGHER EDUCATION INSTITUTE

Working together Qataris are developing intellectual resources that will rival their nation's natural resources – and create a critical mass of future leaders. The Higher Education Institute (HEI) was established to help ensure that through our guidance and support, students earn scholarships to the best post secondary institutions in Qatar and around the world. We assist our students in the scholarship application process and support them throughout their studies and after graduation.

The HEI is committed to promote opportunities for excellence by ensuring that Qataris get a high quality education at top universities, which in turn, helps us prepare our citizens to ultimately become leaders in Qatar's business, government and academic sectors as well as helping to meet our current and future workforce needs.



## The HEI guiding principles:-

In order to achieve its objectives, the HEI follows five guiding principles:

### 1- Quality:

The HEI promotes study at the highest quality institutions to help students to achieve self-learning and continuing education that is aligned to international standards.

### 2- Accountability:

The HEI seeks to create responsible students who become self-reliant in their learning process and active participants within the academic society.

### 3- Competency:

Build student competency through continued academic support provided by the HEI.

### 4- Flexibility:

The HEI system provides students with the opportunity to select the university of choice and the field of study that matches their abilities and interests, and meet the needs of the labor market.

### 5- Support:

The HEI helps students throughout the scholarship process and informs them on the options they have – from choosing a major, to helping in the transition process, to providing information on employment opportunities after graduation.



### Main objectives of the HEI

- Meet workforce needs.
- Provide opportunities to further develop the students' language, critical thinking and problem-solving skills.
- Provide opportunities for high achieving students to prepare themselves for future leadership roles.
- Provide opportunities for students to have more awareness and understanding of other cultures
- Offer flexibility to outstanding Qatari students by allowing them to pursue interests in fields that directly benefit the society and economy.



### **The HEI offices:**

In order to promote opportunities for excellence and to achieve its objectives, the HEI operates through the following offices:

- 1- Advising Career Development Centre
- 2- Scholarship Office
- 3- The Institutional Standards Office
- 4- Administrative & Finance Office

### **The Advising and Career Development Centre (ACC)**

The Advising and Career Development Centre (ACC) provides comprehensive advising and career services to all Qatari students interested in pursuing their university studies. It helps students make educational and career choices based on their interests, abilities, and values as well as the needs of the Qatari labor market.

### **The ACC provides students with following services:-**

- Assists students in the application process to universities recognized by the HEI.
- Organizes outreach to Qatari students to inform them about the ACC and HEI scholarship programs.
- Conducts group counseling sessions for Qatari students to help them identify their skills and the various subjects they need to study in order to meet the Qatari labor market needs.



- Conducts individual counseling sessions for students who have not yet decided on the university major they want to study.
- Assists students in applying for different HEI scholarship programs by ensuring that they meet the scholarship criteria.
- Helps Qatari students complete the on-line scholarship applications.
- Helps prepare students for various admissions tests including IBT TOEFL, SAT, and ACT.
- Provide and maintain a library of resources including catalogues, brochures, videos, CDs and various references to help students broaden their knowledge on higher education.

For further information visit [www.education.gov.qa](http://www.education.gov.qa)



### Testing services:

The ACC has recently setup a number of new centers that help students in the application process to foreign universities, including assistance with meeting the university's requirements, how to apply for a university, how to prepare a recommendation letter and other matters. In order to complete its advising services, the HEI, has set up a number of centers to administer iBT TOEFL, SAT, ACT tests.

#### Dear student,

When choosing a program that suits your academic qualification and meeting the requirement, please prepare the required documents and deliver them to the Advising and Career Development Centre (ACC).

### The required documents:

- A letter of acceptance from one of the universities recognized by the HEI
- Approved and stamped secondary school certificates.
- Original score of TOEFL or IELTS
- 6 passport size photos
- Copy of identity card
- Copy of passport
- Copy of parent/guardian identity card
- Salary certificate of parent/guardian
- A bank account with Qatar National Bank (QNB)



## Scholarship Office

The HEI's scholarship office is responsible for administering scholarship programs which enable students to be supported in under-graduate and post-graduate studies at the best higher education institutions in Qatar and around the world. It is also responsible for following up of student financial and administrative affairs, and monitoring the progress of individual scholarship recipients through the main centre at the HEI and its branch offices in the cultural attachés offices abroad. Scholarships are available for Qatari individuals who meet the criteria of each program. The Office supervises the following scholarship programs:



### **(1) Emiri Scholarship Program:**

This scholarship is awarded to students who show potential as future leaders by having excelled academically in secondary school and having been accepted into one of the institutions recognized by the HEI.

Requirements for the Emiri Scholarship Program (undergraduate)

- 1- Qatari applicants only.
- 2- A minimum average of 80% in the secondary school certificate or its equivalent earned over the last five years.
- 3- A minimum score of 530 in the TOEFL or 5.5 in IELTS for those applying to universities that use English as a medium of instruction.
- 4- Letter of unconditional acceptance from an Institution on the Emiri list.
- 5- No additional financial support from any other official sponsor is permitted.
- 6- Agreement to work in an area of importance to Qatar upon graduation for a period equal to the length of the scholarship

### **(2) National Scholarship Program:**

The National Scholarship Program provides support for students with the potential to become qualified professionals in the different sectors of the State of Qatar. In order for students to be accepted into in one of institutions recognized by the HEI, they should meet certain requirements.



### Requirements for the National Scholarship Program (undergraduate)

- 1- Qatari applicants only.
- 2- A minimum average of 80% in the secondary school certificate or its equivalent earned over the last five years.
- 3- A minimum score of 530 in the TOEFL or 5.5 IELTS for those applying to universities that use English as a medium of instructions.
- 4- Letter of unconditional acceptance from an institution on the National list.
- 5- No additional financial support from any other official sponsor is permitted.
- 6- Agreement to work in an area of importance to Qatar upon predation for a time equal to the length of the scholarship.



### **Requirements for absorption into the Emiri and National scholarship programs (undergraduate):**

- 1- Qatari applicants only.
- 2- 24 completed credit hours earned toward the major (original transcript required).
- 3- A minimum GPA of 3.0
- 4- University must be on the Emiri or the National lists.
- 5- No additional financial support from any other official sponsor is permitted during the length of the scholarship whether from inside or outside Qatar.

### **(3) Employee Scholarship Program:**

This program provides opportunities for highly potential employees in certain sectors to pursue further studies and advanced training in areas of utmost importance to Qatar's economic and social future, on the graduate level, if the students meet the criteria of the scholarship.

### **Requirements for the Employee Graduate Scholarship Program:**

- 1- Qatari applicants only.
- 2- A minimum GPA of 3.0 in the Bachelor degree program for students applying for a Masters degree, with the exception of Doctors of Medicine who must earn an average of at least good in the Bachelors degree program.



- 3- A minimum GPA of 3.0 in the Masters program for students applying for PhD with the exception of Doctors of Medicine, who must have an average of at least good in the Masters program.
- 4- A minimum score of 580 in the TOEFL or a score of 7.0 in the IELTS.
- 5- Letter of unconditional acceptance from an institution on the Emiri or National lists.
- 6- Nomination letter from employer explaining the need for the major, the importance of the degree, the specific position in which the employee will be placed, in addition to a letter guaranteeing employment for five years upon graduation.
- 7- No additional financial support from any other official sponsor is permitted.



- 8- PhD students must obtain their degree within the assigned length of the study.
- 9- Agreement to work in an area of importance to Qatar upon graduation for a period not less than the length of the scholarship.

**Requirements for absorption into the Employee Postgraduate Program (PhD) only:**

- 1- Qatari applicants only.
- 2- Enrolment in a PhD program.
- 3- A minimum GPA of 3.0
- 4- University must be on the HEI lists (the Emiri or National).
- 5- Nomination letter from employer explaining the need for the major, the importance of the degree, the specific position in which the employee will be placed, in addition to a letter guaranteeing employment for five years upon graduation.
- 6- No additional financial support from any other official sponsor is permitted.
- 7- Agreement to work in an area of importance to Qatar upon graduation for a period not less than the length of the scholarship.



#### **(4) Pre-college Grant program:**

This grant supports students who need additional academic preparation before joining university. This is available through the Academic Bridge Program for students who will enroll in HEI-approved institutions at English speaking countries.

Students who join the HEI-approved institutions in non-English speaking countries will have the opportunity to enroll in language institutes for a maximum of one year to qualify for completing their studies in the country of scholarship.



### **Requirements for the Academic Bridge Program:**

- 1- Qatari applicants only.
- 2- Fresh secondary school graduates
- 3- A minimum average of 80% in the secondary school certificate or its equivalent earned within the last five years.
- 4- A minimum score of 420 in the TOEFL.
- 5- A letter of acceptance from the Academic Bridge Program.

### **Requirements for the Pre-college grants in foreign institutes:**

- 1- Qatari applicants only
- 2- A minimum average of 80% in the secondary school certificate or its equivalent obtained within the last five years.
- 3- Letter of unconditional acceptance from an institution recognized by the HEI.
- 4- Enroll in a language institute for a maximum of one year.
- 5- It is advisable that the students prepare themselves for basic language skills from grade 12 in one of the local institutes.

The Higher Education Institute does not provide grants for learning English language outside Qatar.



## The Institutional Standards Office

The Institutional Standards Office (ISO) is responsible for creating and updating definitive lists of universities and institutions around the world where Qatari students will be eligible for either the Emiri or National scholarships, based on the policies and procedures set by the HEI. It also provides certification and subsequent accreditation to higher education institutes seeking to operate in Qatar.



The ISO:

- 1- Provides transcript and degree equivalencies for Qatari students at universities abroad.
- 2- Selects the best language institutes in France, Britain, and the USA for scholarship recipients.
- 3- Advises students who obtain acceptance from an institution that is not listed in the HEI recognized institutions, provided that student or employer shall apply for exemption.
- 4- Creates policies and procedures to evaluate degrees and transcripts obtained by Qatari students studying abroad.
- 5- Provides the Scholarship Office with graduates' files containing:
  - Approved original certificate
  - Approved degrees transcript
  - Release certificate
- 6- Students, in turn obtain from ISO:
  - Certificate equivalency.
  - Graduation document.

*For further information the scholarship programs, please call Advising and Career Development Centre on:  
4560731 | 4560732 | 4560737*