



### MOST IMPORTANT RULES OF MOHE SCHOLARSHIP - ESL

**\*\*Remember to always check your email! This is the primary way our office contacts you.\*\***  
**\* YOU MUST ATTEND YOUR SCHOOL'S STUDENT ORIENTATION PROGRAM\***

You have **1** year in which to complete your English language program. Within this year you must:

- 1) Attend your English language courses. Failure to attend your courses can have serious consequences for your scholarship and immigration status. You are expected to attend all of your courses and arrive on time. Please check with your ESL program directly to learn their specific attendance and participation requirements.
- 2) Take your TOEFL or IELTS.
- 3) Apply to approved universities in your decreed major for academic admission and receive unconditional admission.

#### **Maintaining your Scholarship Status**

- At the **BEGINNING** of every term:
  - Send your Verification of Enrollment showing you are enrolled in full-time ESL study for the term to your advisor.  
*Make sure your Registrar at your school signs and stamps it on the bottom right corner of the page.*
- At the **END** of every term/program session:
  - Contact your program advisor to send us your grade report or transcript.
- Academic Admission:
  - If you obtain academic admission or succeed at the TOEFL/IELTS before the end of your ESL program, you **MUST** complete the term you are currently enrolled in. Failure to do so may result in suspension of scholarship and repayment of tuition and salaries received.

#### **Academic Study**

- At least six months before you'd like to start academic study, begin looking at universities (<http://www.kuwaitculture.com/University/listing.asp>) that you would like to attend for your major. This will help you prepare for the application process and become aware of the admission requirements. Applications may be due to certain schools well before the start of each term, and you are responsible for meeting posted deadlines.



### Finances

- **Salary:** Salaries are released about two weeks before the start of each month, around the 20<sup>th</sup> of every month (Ex: December salary will be released November 20<sup>th</sup>). Please check your bank account before contacting us about your salary. Your monthly salary may be on hold (meaning you do not get paid) if you do not submit the proper documents (VOE, Transcripts, etc.) to me every term. If you do not receive your salary by the 30<sup>th</sup> of the month, please contact me.
- **Summer Salary:** You may be entitled to summer salaries (July/August) if you have been a full-time student for the academic year. Please contact me to see if you are eligible for these salaries.
- **Ticket Allowances:** You may be entitled to an annual ticket if you have been a full time student for the academic year and gained unconditional academic admission. Please contact me to see if you are eligible for a ticket after your ESL studies.

### Ask Your Kuwait Cultural Office Advisor First

- To stop your program or return to Kuwait
- To change your major
- To take a course at a community college
- To take an online course
- To transfer schools

**Please note: Failure to request permission can result in suspension of your scholarship, putting your salary on hold, or problems with your degree authentication when you graduate (meaning you may have to retake courses when you thought you were finished with your degree).**

You can find the Ministry Rules and Regulations on our website at [www.kuwaitculturela.org](http://www.kuwaitculturela.org).

**Your Advisor's Contact Information can be found at [www.kuwaitculturela.org/Contact.aspx](http://www.kuwaitculturela.org/Contact.aspx)**