



MOST IMPORTANT RULES OF MOHE SCHOLARSHIP - ACADEMIC

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

You have a **maximum of 4 years** in which to complete your Bachelor's degree, regardless of whether you are on a quarter system or semester system.

If you need longer than this, you may be eligible for one year's extension from the Ministry. Please contact your advisor if you are unable to graduate by the date listed above.

Maintaining your Scholarship Status

- At the **BEGINNING** of every term:
 - Send your Verification of Enrollment showing your courses for the term to your advisor. Students must be enrolled in a minimum of at least 12 credits for immigration purposes. In order to receive ticket allowances or summer salary, we encourage you to earn 27-30 semester credits or 42-45 quarter credits per year. *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:
 - Contact your Registrar's office (in person or online) and ask them to send your official transcripts to me by regular mail. There will be a fee for this (usually around \$5-10).

Finances

- **Salary:** Salaries are released about two weeks before the start of each month, around the 20th of every month (Ex: December salary will be released November 20th). 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 30th of the month, please contact your advisor.
- **Summer Salary:** To receive Summer salaries (July and August salaries) you must have ATTEMPTED at least 27-30 semester or 42-45 quarter credits for the academic year.
- **Ticket Allowances:** You may be entitled to an annual ticket if you have been a full time student for the academic year and EARNED either 27/30 semester or 42/45 quarter credits and maintained a cumulative GPA of 2.0 for the academic year. Please contact your advisor to see if you are eligible for a ticket.

Ask Your Kuwait Cultural Office Advisor First

- To change your major

**Consulate General of the State of Kuwait
Kuwait Cultural Office
Los Angeles**



**القنصلية العامة لدولة الكويت
المكتب الثقافي الكويتي
لوس أنجلوس**

- 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 (meaning you do not get paid), 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.

Your Advisor's Contact Information can be found at www.kuwaitculturela.org/Contact.aspx