



EMBASSY OF THE STATE OF KUWAIT
CULTURAL DIVISION

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April 28, 2023

RE: Planning Your SUMMER 2023 Academic Studies

Dear Students:

As summer approaches here are a few important reminders regarding Ministry regulations:

Students qualify for Summer salaries (July & August) if you do the following:

- Earn 27 semester/42 quarter credits from Fall 2022 to Summer 2023
 - If you do not earn the 27 semester/42 quarter credits at the end of Spring 2023, you must enroll in enough credits during the Summer term to earn the minimum required credits.
 - Students who began academic studies in the Spring term must provide written acknowledgement that they will earn the required 27 semester/42 quarter credits at the end of Fall 2023 term.
 - **Failure to earn the 27 credits/42 quarter credits per academic year will result in repayment of Summer salaries (July & August).**
- **Written approval by our office is required prior to taking a course outside your university (including online & community college courses).** Please check the list of approved schools/campuses on our website www.kuwaitculture.com prior to enrollment.
 - **Community College courses (online courses NOT ALLOWED):** per Ministry rule you must have a valid reason to take community college courses for the tuition to be paid by the scholarship (maximum of 2 courses during your entire studies). If you do not have a valid reason, the course tuition will be the student's responsibility, however you still need prior approval to take community college courses. **You must submit the following documents for your request to be reviewed for approval:**
 1. Schedule of community college course
 2. Summer term student detailed schedule (home school)
 3. Written approval from home school (it should indicate the community college, course name/number and the equivalent course at your home school)
 4. Proof of conflict in schedule or that course is not available at your home school
 - **Online or other non-traditional Courses:** You are only allowed four (4) online/hybrid/independent study courses, not to exceed 12 credits, for your entire undergraduate study. Written approval by our office is required **prior** to taking these courses. If you exceed the allowed four courses (12 credits), you will face consequences during degree authentication. **You must submit the following documents for your request to be reviewed for approval:**
 1. Verification of non-traditional courses from **ALL** schools attended (in case you have not provided all documents)
 2. Course syllabus of the online course
 3. Schedule of online course
 4. Summer term student detailed schedule
 5. Approval from home school (if taking the online course at a university, outside your home school)
 6. Proof that course is required for the degree

(NOTE: The following are considered non-traditional courses: hybrid, blended, remote, video, virtual, independent study, distance learning, flex/hyflex)
 - Per Ministry regulations, **concurrent enrollment (or enrollment in maximum 2 schools)**, should not violate the credit limit during Summer term at your home school. Overlap/conflict in schedules are not allowed.
- **PRIOR APPROVAL means you submitted your request BEFORE the ADD/DROP DEADLINE for the Summer term at your university****
- You must enroll in traditional weekday, daytime classes offered at the main campus of the university or community college.
 - **Master's students** are not allowed to take online/non-traditional courses.
 - **ESL students:** You must be enrolled in the Summer session/term (within your 1-year ESL period) to receive salaries unless you have obtained the following: (a) unconditional academic admission for Fall 2023, (b) passed 50% of ESL courses and (c) IELTS/TOEFL required for admission or successfully completed ESL program.
 - Per MOHE regulations **students are not allowed to leave their scholarship location.** In case of emergency, you must inform the Cultural Office if you plan to leave your scholarship location.

Students must submit the following documents to the Cultural Office no later than June 10, 2023. Failure to do so will result in withholding of July salary (scheduled to be deposited on June 18, 2023):

1. **Spring 2023 grade report or transcript – to be submitted by students not enrolled in Summer 2023**
2. **Summer 2023 verification of enrollment/detailed schedule with your name on it**

Please remember that we are here to help you as needed. If you have any questions, please consult with your Embassy Adviser via email.

Warm wishes for the summer!

IMPORTANT NOTE: Any courses taken through the following Date/Time/Format/Divisions or Campuses are **NOT APPROVED** and **SHOULD NOT** be applied towards degree requirement and must be repeated during your studies and before graduation to avoid any issues during authentication process.

- Weekends (Saturday & Sunday classes are not allowed).
- Evening division and professional courses are not approved.
- Unapproved Mini sessions.
- Credits by exam or correspondence are not approved.
- Extension, Global, Worldwide Campus, Continuing Education/Studies, College of Professional Studies, Open university are not approved.