

SCHOLARSHIPS AND PRIZES POLICY AND PROCEDURES

Revised: 22 September 2016

1. Introduction:

1.1 This document sets out UMST's policy and procedures for the award and approval of scholarships and prizes. The University makes available various types of scholarships and a wide range of student prizes to reward excellence and achievement in performance.

1.2 The policy and procedures stated in this document repeal all present scholarships and prize regulations.

2. Glossary:

2.1 Scholarship:

2.1.1 A scholarship is an award to a student made on the basis of meritorious academic performance and/or other grounds, to assist the student to continue with his or her studies, to undertake further studies or to undertake some other academic activity.

2.2 Studentship:

2.2.1 A Studentship is a financial grant for academic study.

2.3 Prize:

2.3.1 A prize is an award to a student for meritorious performance in some aspect of a study programme.

2.4 University Scholarship/Prize:

2.4.1 A University scholarship/prize may be won by students from any of the Faculties of the University.

2.5 Donated Scholarship/Prize:

2.5.1 A donated scholarship/prize may be won by students from any of the Faculties of the University as recommended by the donor.

3. Studentships:

3.1 General Regulations for Studentships on Admission:

3.1.1 The University offers annually studentships for Sudanese students nominated by the Higher Education administration applying for admission to any Faculty in the University who memorize the Holy Quran. The studentship covers the tuition fees for the whole study course.

3.1.2 Criteria:

a. candidate should apply by a fresh school certificate.

- b. candidate's school certificate should fulfill the minimum requirements for admission to the University as well as requirements of the faculty to be admitted to.
- c. candidate should submit an application accompanied by the memorizing of the Holy Quran Certificate.
- d. to maintain the continuation of studentship for the whole study course, the candidate must pass a memorizing test at the beginning of each academic year.

4. Scholarships:

4.1 General Regulations for Scholarships for the Best Students:

4.1.1 The awarding authority is the Senate of the University.

4.1.2 The University offers at the end of each academic year (from first year to the semi-final year) a scholarship for exemption from tuition fees in the subsequent academic year in all faculties to the best overall student who scores the highest cGPA (best aggregate) in his/her final examination.

4.2 Eligibility for a Scholarship:

4.2.1 A scholarship may be awarded to a student provided that:

- a. he/she has not scored less than grade B+ in any of the subjects in the academic year.
- b. he/she has **not repeated** the year at which the scholarship is awarded.
- c. the cGPA in the specific academic year will only be considered irrespective of the cGPA in the previous academic year(s).

4.3. Establishing New Scholarships:

4.3.1 Proposals for new University/donor scholarships should be submitted by the Faculty Board concerned to the Senate for approval using the form in Annex 1.

4.3.2 When new scholarships are obtained from a donor, he should be asked to sign an agreement empowering the University to amend the terms of the award, including the re-allocation of the award to another programme in the same or a related subject area, should the original programme associated with the award be discontinued.

4.4 Amendments to Existing Scholarships:

4.4.1 Amendments to existing scholarships should be submitted by the Faculty Board concerned to the Senate using the form in Annex 2.

4.4.2 Amendments to scholarships funded by a donor should be made with their agreement.

4.5 Approval of Scholarships Regulations:

4.5.1 Scholarships regulations shall be approved by the appropriate Faculty Board, before sending them to the Senate for final ratification.

4.6 Registration of a Scholarship:

4.6.1 When approved by the Senate, the Office of the Academic Secretary shall record the scholarship and its regulations in the Register of Prizes published in the Academic Manual.

4.7 Notification

4.7.1 The Dean of the appropriate Faculty shall notify both the winner(s) of the scholarship and the donor (when applicable) of the result.

4.8 Cancellation of a Scholarship:

4.8.1 Upon the termination of a student's enrolment for any reason, or his/her withdrawal, any entitlement to ongoing scholarship funding shall cease. In such circumstances, the University may also require repayment (in part or full) of any scholarship payments already made. However, no repayment will be required of any amounts paid for a period in respect of which a student can demonstrate (to the satisfaction of the Senate through the Faculty Board concerned) the devotion of reasonable efforts towards the requirements of his/her degree.

5. Prizes:

5.1 Awarding Authority:

5.1.1 The awarding authority of all prizes is the Senate of the University at the recommendation of the Faculty Boards.

5.2. Approval of Prizes Regulations:

5.2.1 Prizes regulations shall be approved by the appropriate Faculty Board, before sending them to the Senate for final ratification.

5.3 Registration of a Prize:

5.3.1 When approved by the Senate, the Academic Secretary shall record the prize and its regulations in the Register of Prizes published in the Academic Manual.

5.4 General Regulations for Prizes:

5.4.1 At the time of nomination for a prize a candidate must be a registered student of the Faculty concerned.

5.4.2 The nominating Faculty Board may determine other conditions not explicitly specified.

5.4.3 A prize or award may be divided where there are candidates of equal merit.

5.4.4 Subject prize may only be awarded on the main specialization subjects of the Faculty concerned and not on the supporting subjects.

5.4.5 A prize or award may be withheld in a particular year if in the opinion of the nominating body there is no candidate of suitable merit.

5.4.6 The University may withdraw or cancel without notice any or all offers of prizes or awards.

5.4.7 Each prize should contain the following information:

- a. the name of the prize.

- b. the frequency of the prize is awarded.
- c. the value of the prize, and the form which it takes.
- d. description of eligible candidates.
- e. the person or body responsible for assessing candidates.
- f. the criteria for assessment.
- g. presentation formalities.

5.5 Types of Prizes:

5.5.1 A university prize may take the form of one or more of the following: money, certificate, cup and shield.

5.5.2 A university prize is offered to the student attaining:

- a. Best performance in a subject.
- b. Best final year student.
- c. Best graduation project.

5.5.3 A donor prize may be a voucher, money, a subscription, goods, or other as negotiated between the donor and the Faculty.

5.6 Value of a Prize:

5.6.1 It is expected that the prize will confer significant prestige, or significant value, upon the prize winner.

5.6.2 The monetary value of a university prize may be revised from time to time. The current values are as follows:

- a. Best performance in a subject (Semesters 1-4): SDG 300.
- b. Best performance in a subject (Semesters 5-final Semester): SDG 500.
- c. Best graduation project: SDG 750.
- d. Best final year student: SDG 1000.

5.6.3 The total number and value of *subject* prizes for all faculties is determined according to the following criteria:

- a. For faculties following a *5-year study course*, the total number of subject's prizes for each academic year should not exceed 15 prizes.
- b. For faculties following a *4-year study course*, the total number of subject prizes for each academic year should not exceed 12 prizes.

5.7 Eligibility for a Prize:

5.7.1 Best Performance in a Subject: A prize is awarded to the student who scores the highest mark in a subject, provided that the subject's grade is not below (A) and the student passes all subjects.

5.7.2 Best Final Year Student: A prize is awarded to the final year student who achieves the highest cGPA (aggregate where applicable), provided that the cGPA is above 4.00 and that the grade achieved in each subject is not less than (B+).

5.7.3 Best Graduation Project: A prize is awarded to the student who presents the best graduation project, provided that the grade achieved is not less than A and the student passes all subjects.

5.7.4 The candidate for *any prize should not be repeating the subject or other work* upon which the award of the prize is based.

5.8 Donor Funded Prizes:

5.8.1 Donor funded prizes are originated by faculties through direct contacts with interested parents, individuals or companies.

5.8.2 Prizes may be funded by a donor on an annual basis, or by means of a sinking fund, or by an endowment administered by the University.

5.8.3 For those prizes which involve a monetary award, the Dean of the Faculty concerned shall be responsible for administering the funds relating to this award. This includes prizes funded annually, and those funded by a sinking fund, or by an endowment, or other.

5.9 Notification

5.9.1 The Dean of the appropriate Faculty shall notify both the winner(s) of the prize and the donor (when applicable) of the result.

5.10. Prize Presentation:

5.10.1 Prizes won by students shall be presented at the relevant ceremony. Prize winners unable to attend the ceremony may collect their prize from the relevant Faculty.

5.10.2 Subject to the approval of the University, a prize donor may stipulate that a prize be awarded at a function organized by the donor.

5.11. Establishing New Prizes:

5.11.1 Proposals for new University/donor prizes should be submitted by the Faculty Board concerned to the Senate for approval using the form in Annex 3.

5.11.2 When new prizes are obtained from a donor, he should be asked to sign an agreement empowering the University to amend the terms of the award, including the re-allocation of the award to another programme in the same or a related subject area, should the original programme associated with the award be discontinued.

5.12. Amendments to Existing Prizes:

5.12.1 Amendments to existing prizes should be submitted by the Faculty Board concerned to the Senate using the form in Annex 4.

5.12.2 Amendments to prizes funded by a donor should be made with their agreement.

Faculty of Anaesthesia Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Nursing Care	4	300
2	Anesthesia for Basic Skill lab	8	500
3	Anesthesia for Technician	8	500
4	ICU	8	500
5	Best Graduation Project	8	750
6	Best Final Year Student	8	1000

Faculty of Business Administration Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Intermediate Accounting	4	300
2	Organization Behaviour	4	300
3	Financial Management	5	500
4	Cost Accounting	6	500
5	Management Accounting	8	500
6	Strategic Management	8	500
7	Corporate Finance	8	500
8	Total Quality Management	8	500
9	Best Graduation Project	8	750
10	Best Final Year Student	8	1000

Faculty of Computer Science & Information Technology Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Introduction to Computer Systems	2	300
2	Introduction to Programming	2	300
4	Computer Systems Architecture	4	300
5	Object Oriented Programming in CCT	4	300
6	Data Structure Algorithms	5	500
7	Data Base Design Transprocessing	5	500
8	Object Oriented Analysis Design	6	500
9	GUI Programming	6	500
10	Software Project Management	7	500
11	Information Systems Development	8	500
12	Design Analysis of Algorithms	8	500
13	Best Graduation Project	8	750
14	Best Final Year Student	8	1000

Faculty of Dentistry Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6
4	University Scholarship for the Best Overall Student in Semester 8	8

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Anatomy	4	300
2	Physiology	4	300
3	Biochemistry	4	300
4	Microbiology	6	500
5	Pharmacology	6	500

6	Oral Pathology	8	500
7	Dental Public Health	8	500
8	Conservative Dentistry	10	500
9	Orthodontics	10	500
10	Paediatric Dentistry	10	500
11	Fixed Prosthodontics	10	500
12	Removable Prosthodontics	10	500
13	Periodontology	10	500
14	Oral Medicine and Dental Radiology	10	500
15	Oral & Maxillofacial Surgery	10	500
16	Best Graduation Project	10	750
17	Best overall Student	10	1000

Faculty of Economic, Social & Environmental Studies Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Subject Prizes – Amended List

No	Subject	Semester of Award
1	Macroeconomics 1	4
2	Introduction to Strategic Studies	4
3	The politics of Development	6
4	Sociology of Globalization	6
5	Environmental Conflict Management , Leadership and Planning	6
6	Agricultural Economics	6
7	Health , Safety and the Environment (HSE)	7
8	Environmental Impact Assessment (EIA)	8
9	International Security of Development	8
10	Islamic Banking and Insurance	8
11	Sociology and Development in Sudan	8
12	Best Graduation Project	8

Faculty of Engineering Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6 (Biomedical)	6
	University Scholarship for the Best Overall Student in Semester 6 (Electronics)	6
4	University Scholarship for the Best Overall Student in Semester 8 (Biomedical)	8
	University Scholarship for the Best Overall Student in Semester 8 (Electronics)	8

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Analogue Electronics	4	300
2	Circuits Theory	4	300
3	Signal Analysis & Systems	5	500
4	Digital Logic Design	6	500
5	Bio-Instrumentation & Sensors (Biomedical)	8	500
6	Medical Imaging Measurement & Safety (Biomedical)	8	500
7	Sensors, Transducers & Data Acquisition (Electronics)	7	500
8	Very Large Scale Integrated Circuits (Electronics)	10	500
9	Neural Networks & Artificial Intelligence (Engineering)	10	500
10	Artificial Organs & Tissue Engineering (Bio Medical)	10	500
11	Information Theory (Electronics)	10	500
12	Robotics (Electronics Control)	10	500
13	Best Graduation Project	10	750
14	Best Final Year Student	10	1000

Faculty of Mass Communication Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Introduction to Mass Communication	1	300
2	Introduction to Public Relations	2	300
3	Computer Assisted Reporting	5	500
4	Public Relations Programme	6	500
5	Multimedia Applications	7	500
6	News Paper Graphic Design(2)	7	500
7	Mass Communication Law	4	300
8	Communication Theories	4	300
9	Writing for the Mass Media	4	300
10	Documentary Film Production	8	500
11	Video Production	8	500
12	Radio and T.V Production	8	500
13	Advertising Graphic Design	8	500
14	Best Graduation Project	8	750
15	Best Final Year Student	8	1000

Faculty of Medical Laboratory Sciences Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Lab Safety	2	300
2	Immunology	4	300
3	Molecular Biology	6	500
4	Microbiology	8	500
5	Parasitology	8	500
6	Hematology	8	500
7	Chemical Pathology	8	500
8	Best Graduation Project	8	750
9	Best Final Year Student	8	1000

Faculty of Medicine Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 4	6
4	University Scholarship for the Best Overall Student in Semester 8	8

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Anatomy	4	300
2	Physiology	4	300
3	Biochemistry	4	300
4	Microbiology	6	500
5	Pharmacology	6	500
6	Pathology	8	500
7	Community Medicine	8	500
8	Medicine	10	500
9	Surgery	10	500
10	Pediatrics	10	500
11	Obstetrics and Gynecology	10	500
12	Best Graduation Thesis	10	750
13	Best Final Year Student	10	1000
14	Professor Elegail for the Best Student in Surgery (Donor Funded)	10	500
15	Honorary Distinction Certificate	10	-

Faculty of Nursing Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Ethics History of Nursing	2	300
2	Fundamentals of Nursing	2	300
3	Medical Nursing	4	300
4	Surgical Nursing	4	300
5	Pediatric Nursing	6	500
6	Maternal and Gynecological Nursing	6	500
7	Mental Health and Psychiatric Nursing	7	500
8	Neonates	8	500
9	Renal	8	500
10	ICU & CCu	8	500
10	Best Final Year Student	8	1000

Faculty of Pharmacy Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6
4	University Scholarship for the Best Overall Student in Semester 8	8

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Organic Chemistry	4	300
2	Pharmacy Practice	8	500
3	Phytochemistry	8	500
4	Pharmaceutical Technology	8	500
5	Medicinal Chemistry	10	500
6	Pharmacology	10	500
7	Clinical Pharmacy	10	500

8	Pharmaceutical Analysis	10	500
9	Pharmaceutics	10	500
10	Best Graduation Project	10	750
11	Best Final Year Student	10	1000

Preparatory College Scholarships

No	Title	Semester of Award
1	-	-
2	-	-
3	-	-

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Best Student in the Faculty of Medicine	1	300SDG
2	Best Student in the Faculty of Pharmacy	1	300SDG
3	Best Student in the Faculty of Dentistry	1	300SDG
4	Best Student in the Faculty of Medical Laboratories Sciences	1	300SDG

Faculty of Radiological Sciences Scholarships

No	Title	Semester of Award
1	University Scholarship for the Best Overall Student in Semester 2	2
2	University Scholarship for the Best Overall Student in Semester 4	4
3	University Scholarship for the Best Overall Student in Semester 6	6

Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Cross Sectional Anatomy	5	500
2	Radiographic Photography & Processing	5	500
3	Diagnostic Equipment & Maintenance	5	500
4	Digital Image Acquisition & Display	6	500
5	Radiographic Anatomy	6	500
6	Radiographic Technique	6	500
7	Medical Ultrasound Imaging (U/S)	7	500
8	Magnetic Resonance Imaging (MRI)	7	500
9	Computerized Tomography C.T	7	500
10	Radiographic Pathology	8	500
11	Nuclear Medicine Imaging NM	8	500
12	Best Graduation Project	8	750
13	Best Final Year Student	8	1000

Faculty of Law Prizes

No	Subject	Semester of Award	Value of Prize (SDG)
1	Criminal Law	2	SDG 300
2	Law of Contract	4	SDG 300
3	Human rights	4	SDG 300
4	Law of evidence	4	SDG 300
5	Intellectual Property	6	SDG 500
6	Civil Procedure	6	SDG 500
7	Arbitration Law	8	SDG 500
8	Best Graduation Research	8	SDG 750
9	Best Final Year Student	8	SDG 1000

School of Nursing Technology Prizes

No	Subject	Semester of Award
1	Sterilizations & disinfection	1
2	Fundamental of Nursing	1
3	Personal Basic Needs Care	2
4	Emergency Care	2
5	Growth & Development	3
6	Gastrointestinal Tract (Nursing)	4
7	Genitourinary Tract (Nursing)	4
8	Endocrine disease (Nursing)	5
9	Surgery	5
10	Nervous System (Nursing)	6