



Regulations for awarding a sponsor scholarship



APPROVED
By the decision of the Board
of NJSC "Astana Medical University"
No. 50 dated "19" 09 2024.

REGULATIONS

APPOINTMENT OF A SPONSOR SCHOLARSHIP

ПР-МУА-38-01-24

«АСТАНА МЕДИЦИНА УНИВЕРСИТЕТИ»
КОММЕРЦИЯЛЫҚ ЕМЕС АКЦИОНЕРЛІК ҚОҒАМЫ
САПАНЫ ҚАМТАМАСЫЗ ЕТУ ОРТАЛЫҒЫ
ТҮПНҰСҚА / ОРИГИНАЛ

«АСТАНА МЕДИЦИНА УНИВЕРСИТЕТИ»
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ТІРКЕУ № 55
« 05 » сентябрь 20 24

Astana city

Запрещается несанкционированное копирование документа

Regulations for awarding a sponsor scholarship**PREFACE**

- 1 **DEVELOPED** – Center for Strategic Development
Center for Social and Educational Work
- 2 **DEVELOPER** – Head of the Center for Strategic Development Urimov R.M.
Head of the Center for Social and Educational Work Shaimerdenova Z.N.
- 3 **IMPLEMENTED** – Center for Strategic Development, Schools, Center for Social and Educational Work
- 4 **APPROVED** № 20 « 19 » 09 2024
- 5 **PROMULGATED** « 19 » 09 2024
- 6 **APPROVED** – Vice-Rector, Member of the Board, Koikov V.V.
– Vice-Rector, Member of the Board, Gazaliyeva M.A.
– Vice-Rector, Member of the Board, Zhunussova A.B.
– Vice-Rector, Member of the Board, Saidangazin D.D.
– Financial Director, Member of the Board, Maradzhapov B.I.
– Managing Director, Tiyes A.S.
– Head of Legal Support Department, Mukhambetova A.K.
– Head of Quality Assurance Center, Assylayeva A.A.
– Dean of the School of Medicine Sariyeva A.A.
– Dean of the School of Pediatrics Karibzhanov A.A..
– Dean of the School of Dentistry Detochkina V.R..
– Dean of the School of Public Health and Management Baimagambetova A.A.
– Dean of the School of Nursing Baigozhina Z.A.
– Dean of the residency school Elubayeva M.K.
– Dean of the Research School Raisova K.A.
– Dean of the School of Pharmacy Omari A.M.
- 7 **PERIODICITY REVIEW** – as required



Regulations for awarding a sponsor scholarship

CONTENT

3 Procedure for awarding and payment of the sponsor's scholarship.....6
Appendix 1.....8
I kindly request to include my candidacy on the list of candidates for the scholarship from _____ based
on the results of the summer/winter session of the year. I believe I am eligible for the scholarship because8

1. General provisions

1. These Rules on the appointment of the sponsor's scholarship (hereinafter - Rules) are developed in accordance with the Law of the Republic of Kazakhstan "On Education", as well as current legislation and determine the procedure for the appointment and payment of the sponsor's scholarship to students of the University.

2. Sponsor's scholarship is established to encourage academic, scientific research and socially important activities of certain categories of students of the University.

3. The founder of the scholarship: the sponsor who contributed funds to the Public Fund "AMU Endowment Development Fund" or the Public Fund "AMU Endowment Development Fund" itself;

4. The list of applicants for the sponsor's scholarship is formed by the Center for Social and Educational Work (hereinafter - CSEW).

5. The sponsor's scholarship is awarded on a competitive basis.

2. Main part

6. General Requirements.

1) The number, amount of the scholarship and the source of payment:

the amount of funds allocated for the payment of scholarships is approved by the Founder of the scholarship;

based on the sum of funds allocated by the Founder of the scholarship, the Commission determines the amount and number of scholarships;

the sponsor's scholarship to students is assigned for the academic year (from September 1 to June 31), except for cases of early termination of scholarship payment in accordance with paragraph 24 of these Rules;

payment of the sponsor's scholarship is carried out at the expense of the Founder of the scholarship, accumulated in the Public Fund "AMU Endowment Development Fund", during one academic year on a monthly basis;

payment of the sponsor's scholarship is realized to students at the University on a paid basis;

the student - the owner of the sponsor's scholarship is not entitled to apply for another scholarship;

the payment of the scholarship is made as the financial resources are received from the Founders of the scholarship.

7. Procedure and criteria for selection of applicants for the appointment of the sponsor's scholarship.

1) The sponsor's scholarship may be granted to the following categories of students during the period of their education:

orphaned students or children left without parental care, graduates (orphans) of orphanages;

Persons with disabilities of group 1 or 2 and persons disabled since childhood;

children from large families (if there are minor children in the care of parents), families receiving targeted social assistance, as well as students from low-income families;

students who made a contribution to the image of the University (sportsmen, volunteers, etc.).

2) Criteria for selection of applicants:

high academic performance: GPA - 3.0 and above (in the absence of academic debts for the past academic year);

absence of disciplinary penalties, registered facts of violations of the University Charter, Code of Academic Integrity, Code of Ethics, Academic Policy;

absence of academic debts;

prize-winning places in international and national Olympiads/conferences, competitions and creative contests (preferably).

3) The applicant for the sponsor's scholarship submits the application and the documents specified in paragraph 8 to the CSEW 10 working days before the meeting of the Competition Committee.

8. List of documents for participation in the competition:

1) the applicant's application filled in according to the established form (Appendix 1);

2) the applicant's questionnaire filled out according to the established form (Appendix 2);

3) a certified transcript of the student's records, including the GPA, must be provided within 3 working days after submission of the application in the form (Appendix 3);

4) copies of documents (if any) confirming victories or participation in scientific conferences, subject olympiads, competitions, contests and similar events;

5) copies of documents confirming the availability of benefits (orphans and children without parental care, disabled children, children with disabilities, children from low-income and large families);

6) a certificate from the CSEW on the absence of disciplinary penalties.

5) нарушения стипендиатом Правил внутреннего распорядка обучающихся, Кодекса академической честности, Академической политики и Этического кодекса обучающегося Университета.

3 Procedure for awarding and payment of the sponsor's scholarship

9. To approve candidates for the award of the sponsor's scholarship, a Competition Committee is created from the representative of the Founder of the scholarship, members of the Board, faculty members, school staff and heads of structural units of the University and students.

10. The members of the Competition Commission are approved by the order of the Chairman of the Board - Rector of the University, the composition of the Commission consists of an odd number of members.

11. The Chairman of the Competition Commission is elected from among the members of the Management Board. The secretary of the Commission is elected from among the staff of schools and other structural units.

12. All members of the Competition Selection Commission, including the Chairman, have equal votes when making a decision.

13. The commission is responsible for receiving and reviewing the documents submitted for the sponsor's scholarship, the Competition Commission considers applicants for the sponsor's scholarship and makes a conclusion.

14. The Commission has the right to:

- 1) to review applications and documents of applicants;
- 2) verify the correctness and validity of the documents submitted for the contest;
- 3) request additional documents from applicants;
- 4) make proposals and recommendations.

15. The Center for Social and Educational Work organizes the meeting of the Competition Commission. Following the principles of academic honesty and transparency, video and (or) audio recording is made during the meeting of the Competition Commission.

16. The conclusion on the submission for the sponsor's scholarship appointment is adopted by a majority vote of the Competition Commission members through open voting

17. A meeting of the Competition Commission is deemed competent if 2/3 of its members are present. The decision to award the scholarship is made by the members of the Competition Commission by reaching consensus and making minutes, which are signed by the members of the Competition Commission.

18. Selection of applicants is carried out by the Competition Commission by evaluating the criteria for selection of applicants according to Appendix 4.

19. In the selection of Applicants for the Sponsor's Scholarship appointment, with equal scores, advantages shall be given to (in the following sequence):

Regulations for awarding a sponsor scholarship

- 1) Applicants with a high GPA (Grade Point Average);
 - 2) orphans or students without parental care;
 - 3) persons with disability of group 1 or 2 and persons disabled since childhood;
 - 4) applicants from large families;
 - 5) students who have not previously received the Sponsor's Scholarship;
20. The minutes of the meeting of the Competition Commission shall be kept by the secretary, its safekeeping is carried out by the Center for Social and Educational Work.
21. The decision of the Competition Commission shall be submitted to the Founder for consideration.
22. All information component of the competition, requirements for applicants, as well as the announcement of the competition for the sponsor's scholarship are posted on the official website of the University.
23. The appointment of scholarships is made by the order of the supervising Vice-Rector based on the decision of the Competition Committee.
24. Payment of the sponsor's scholarship is terminated and is not resumed in cases of:
- 1) expiration or termination of the grounds for scholarship appointment listed by the Founder of the scholarship;
 - 2) expulsion of a student from the University for any reason.;
 - 3) completion of a full course of study at the University;
 - 4) taking an academic leave;
 - 5) violation by the scholarship holder of the Internal Regulations of students, the Code of Academic Integrity, Academic Policy and the Code of Ethics of the University student.
- 4. Revision, amendment, storage and mailing.**
25. The revision, amendment, storage and mailing of these University Regulations are carried out in accordance with the requirements of the University Standard "Document Management."
26. The original copy of the Regulations is registered and stored in the Quality Assurance Center.
27. The scanned version of the University Regulations is posted on the University's website in the "To Employees" section.
28. The accounted copies of the University Regulations are mailed to all Divisions.

**Regulations for awarding a sponsor scholarship****Appendix 1**

Application form for sponsor's scholarship

Chairman of the competition committee_____
(Full name)**from a student**_____
(group, course, name of the specialty)_____
(Full name)**Application**

I kindly request to include my candidacy on the list of candidates for the scholarship from _____ based on the results of the summer/winter session of the year. I believe I am eligible for the scholarship because:

_____**Date****Signature**

Appendix 2

*Regulations for awarding a sponsor scholarship*

Form of the questionnaire of the applicant for the sponsor's scholarship assignment

Questionnaire of the applicant for the sponsor scholarship assignment**FULL NAME****Gender****Date of birth****Place of residence****Specialty**

Participation in scientific conferences, subject olympiads, competitions and similar events (list all events in which you participated, as well as prizes, awards and scholarships):

Participation in research activities (please list all events you have participated in, as well as any awards and scholarships):

Research area, scientific direction:

Publications (if applicable, please indicate the number):

Work experience (if applicable, please indicate the place of employment and position, starting with the most recent):

Social work

Date**Signature**

*Regulations for awarding a sponsor scholarship***Appendix 3**

Form for Student Academic Performance Information

Information on Student Academic Performance

№	Full name	University	Grade Point Average (GPA)	Grades										Course	Status	Special Code	
				A	A-	B+	B	B-	C+	C	C-	D+, D					

Dean of the School

Signature


Appendix 4

Criteria for Selecting Candidates for the Sponsor's Scholarship

GPA		Awards received in national, international, and university events (forums, conferences, olympiads) during the time of study at the University.	
4,0	5 points	International level	4 points
3,75- 3,99	4 points	Republican level	3 points
3,5-3,74	3 points	Regional level	2 points
3,25-3,49	2 points	University level	1 point
3,0-3,24	1 point		

Regulations for awarding a sponsor scholarship

Approval sheet

№ п/п	Position	Full name	Date of Approval	Signature
1.	Vice-Rector, Member of the Board	Koikov V.V.		
2.	Vice-Rector, Member of the Board	Gazaliyeva M.A.		
3.	Vice-Rector, Member of the Board	Zhunussova A.B.		
4.	Vice-Rector, Member of the Board	Saidangazin D.D.		
5.	Financial Director, Member of the Board	Maradzhapov B.I.		
6.	Managing Director	Tiyes A.S.		
7.	Dean of the School of Medicine	Sariyeva A.A.		
8.	Dean of the School of Pediatrics	Karibzhanov A.A.		
9.	Dean of the School of Dentistry	Detochkina V.R.		
10.	Dean of the School of Public Health and Management	Baimagambetova A.A.		
11.	Dean of the School of Nursing	Baigozhina Z.A.		
12.	Dean of the residency school	Elubayeva M.K.		
13.	Dean of the Research School	Raisova K.A.		
14.	Dean of the School of Pharmacy	Omari A.M.		
15.	Head of Legal Support Department	Mukhambetova A.K.		
16.	Head of Quality Assurance Center	Assylayeva A.A.		
17.	Head of the Center for Strategic Development	Urimov R.M.		
18.	Head of the Center for Social and Educational Work	Shaimerdenova Z.N.		
19.	<i>Head of the center for international cooperation</i>	<i>Abdrakhmanov A.B.</i>		
20.				

