

Policies & Procedures for Alfaisal University Employees Applying for PhD Program Scholarships

Objective: Alfaisal University aims to foster a culture of continuous learning and academic excellence among its employees by offering PhD program scholarships.

Eligibility: All employees of Alfaisal University are eligible to apply for a scholarship, with a maximum of one applicant per department every two years. Applicants must have a minimum of two years of service at the university and hold a master's degree. Additionally, applicants must have at least one paper published in a reputable journal.

Options: Applicants can choose from one of the following scholarship options that best suits their needs and career aspirations:

Full Scholarship:

- This option provides a full scholarship for the employee's PhD program for a duration of four years.
- In return, the employee must commit to working for Alfaisal University for a period of 4 years after completing the PhD program.
- A full scholarship covers tuition fees of 100K SAR per year for 4 years. The student also receives a monthly salary as a Research Assistant

Partial Scholarship:

- Under this option, the employee will receive a 50% scholarship for their PhD program.
- In exchange, the employee commits to working for the Alfaisal University for a period of 2 years after completing the PhD program.
- A partial scholarship covers 50 % of tuition fees (i.e., 50K SAR per year) for 4 years. The student also receives a monthly salary as a Research Assistant

Terms and Conditions:

1. A maximum of one PhD scholarship per department may be awarded to eligible university employees every two years.
2. Applicants must fulfill the admission criteria set by the university.
3. The first year of a PhD program is a conditional year. A student must pass a qualifying exam (i.e., research proposal defense) at the end of the first year to be admitted as a regular PhD student in the program.
4. To take up a scholarship, an applicant must resign from their position at Alfaisal after completing the first year and will be rehired as a Research Assistant.
5. For legal paperwork purposes, a minimum of 2 months period must be given after resignation to be rehired.
6. The scholarship covers tuition fees (i.e., 100% or 50% depending on the option chosen) for the duration of the PhD program.
7. A doctoral student will receive a monthly salary as a Research Assistant according to the salary structure.
8. A Research Assistant will assist a faculty member in their research, in addition to doing their PhD research.
9. The employee must maintain satisfactory academic progress throughout the duration of the PhD program.
10. If the student fails or drops out of the program, they will be required to reimburse the university for all the fees covered during their period of study.