



IBSU

**INTERNATIONAL BLACK SEA UNIVERSITY LLC
QUALITY MANAGEMENT SYSTEM DOCUMENTS**

REGULATION FOR SCHOLARSHIPS, DISCOUNTS AND TUITION FEE WAIVERS

Approved on 30/09/2016 by Administrative Board Decision – Minutes №11 (Appendix №:1)

Approvals

The signatures below certify that this quality manual has been reviewed and accepted, and demonstrates that the signatories are aware of all the requirements contained herein and are committed to ensuring their provision.

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IBSU PROPRIETARY INFORMATION

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Amendments

#	Decision taken by	Minutes №	Date
1.	Administrative Board	11	30.09.2016
2.	Administrative Board	1	11.01.2018
3.	Administrative Board	4	22.02.2018
4.	Administrative Board	4	29.03.2018

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List of Revisions			
#	Date	Article	Remarks
01	21.08.2017	4	People Entitled to Discounts and/or Tuition Fee Waivers were added.
02	11.01.2018	2	Notion of Social Grant was explained.
03	11.01.2018	4	People Entitled to Discounts and/or Tuition Fee Waivers were added.
04	22.02.2018	9	The Right to Tuition Waiver for Doctorate Programs
05	29.03.2018	4	People Entitled to Discounts and/or Tuition Fee Waivers were added.

Article 1. Aim and Scope

- 1.1. This document defines the category of those students who enjoy the right to benefit from tuition fee waivers while studying at International Black Sea University (hereinafter “IBSU”), defines the types of the discounts, waivers, the rules for awarding and cancelling them, also stipulates the terms and conditions for awarding scholarships for IBSU’s students.

Article 2. Terms and Abbreviations

- 2.1. *School*: Private Demirel College, Kutaisi Nino Nikoladze School, R.Shahiner Friendship College, Rustavi Rustaveli School, Marneuli D.Agashenebeli School, Nikoloz Tsereteli International School;
- 2.2. *IBSU’s student*: Bachelor’s, Master’s, doctoral programs’ students;
- 2.3. *School’s staff*: Administrative and academic staff;
- 2.4. *IBSU’s staff*: IBSU’s administrative, academic personal;
- 2.5. *Spouse of IBSU’s staff / School’s staff*: Spouse who is in a registered marriage;
- 2.6. *IBSU’s alumni*: Alumni who completed a program in bachelor’s, master’s or doctoral level;
- 2.7. *State Study Grant*: An amount allocated for a student or a person who enrolled for accredited Bachelor’s, Master’s and doctoral programs;
- 2.8. *Tuition fee waiver*: studying free of charge;
- 2.9. *Discount*: 75%, 70%, 50%, 30%, 25% , 20% and 15% discounts;
- 2.10. *Free IBSU English language courses*: IBSU offers free English language courses to high school students. The students who have successfully completed the course are offered a certain amount of discount if they choose IBSU at Unified Examinations;
- 2.11. *Army Card*: the card issued by the JSC “Bank of Georgia”, based on the memorandum concluded with the Ministry of Defense of Georgia;
- 2.12. *Social Grant*: State Study Grant/Masters’ State Study Grant issued within the social program in compliance with the requirements set by the resolutions of the Government of Georgia.

Amendment is made on the 11th of January, 2018 by Administrative Board decision – minutes #1

Article 3. The Application and Scope of Discounts and Tuition Fee Waivers

- 3.1. Discounts and tuition fee waiver covers 30 ECTS credits per semester and can be used by the Bachelor’s student during 8 active semesters, by Master’s student for 4 active semesters and by doctoral student for 6 active semesters;

- 3.2. For those students who were enrolled via mobility, tuition fee waiver covers 30 ECTS credits per semester and applies to the period from enrolling in the IBSU program till completion of the program within the normal duration of the program.

Article 4. Persons Entitled to Discounts and/or Tuition Fee Waivers:

- 4.1. Persons connected to Schools :
- 4.1.1. A Georgian citizen who has finished the school and was enrolled in a Bachelor's program at IBSU (except the graduate of Nikoloz Tsereteli International School);
 - 4.1.2. A Georgian citizen who has finished the school and was enrolled via mobility in a Bachelor's program of IBSU (except the graduate of Nikoloz Tsereteli International School);
 - 4.1.3. School's staff, staff's spouse, staff's child who was enrolled in an educational program of IBSU.
- 4.2. Persons connected to IBSU:
- 4.2.1. IBSU's alumni, staff, staff's spouse, staff's child who were enrolled in an educational program at IBSU.
 - 4.2.2. Persons who have collected certain amount of scores in the School Olympiad held by IBSU.
- 4.3. Other grounds for obtaining discounts and/or tuition fee waivers, for the persons enrolled in the educational program of IBSU:
- 4.3.1. Participating in National Educational Olympiad;
 - 4.3.2. Indicating IBSU as the first choice in National United Examinations;
 - 4.3.3. Obtaining a certain position in list of the result of National United Examinations in accordance with R33L01;
 - 4.3.4. Members from the same family;
 - 4.3.5. Members of the National Sports Teams of Georgia (during the period being in the team);
 - 4.3.6. A master's student who registered within the period defined by IBSU;
 - 4.3.7. An owner of State Study Grant and/or gold/silver medal of a public/private school;
 - 4.3.8. Persons who have taken free IBSU English language courses;
 - 4.3.9. Winner of a competition "Where, what, when" conducted by IBSU for senior pupils;
 - 4.3.10. Holding and paying through the Army Card for the owner, spouse and/or child;

- 4.3.11. IBSU doctorate student who holds an administrative position at IBSU and has obtained a certain mark at TOEFL, GMAT and / or GRE tests (R33L01 - #02.03 – 02.05);
- 4.3.12. A person, graduated from high school, which has a memorandum of understanding with IBSU;
- 4.3.13. The 12th grade pupil of R.Shahiner Friendship College;
Amendment is made on the 21st of August, 2017 by Administrative Board decision – minutes #4
- 4.3.14. Bachelors’ and Master’s program students, enrolled from 2018-2019 academic year, having Social Grant, but not having State Study Grant/Masters’ State Study Grant.
Amendment is made on the 11th of January, 2018 by Administrative Board decision – minutes #1
- 4.3.15. Participants of IBSU’s Olympiad in Architecture.
Amendment is made on the 29th of March, 2018 by Administrative Board decision – minutes #6

Article 5. Conditions for Benefiting from Discounts:

- 5.1. If a student is entitled to obtain more than one discount, he/she can only use the highest one except for cases defined by paragraph 5.2.
- 5.2. If the student is entitled to use only two discounts “indicating IBSU as the first choice in National United Examinations” (paragraph 4.3.2) and “family member’s discount” (paragraphs 4.1.3, 4.2.1, 4.3.4) - they can be used simultaneously.

Article 6. Grounds for Cancelling Discounts and Tuition Fee Waivers

- 6.1. If the study period of a student is prolonged due to not completion of the educational program in time (as defined by the program), their discount / tuition fee waiver will be abolished and they have to pay the tuition fee in accordance with the amount defined for the relevant period.
- 6.2. Those students who have discount / tuition fee waiver defined by paragraphs 4.2.2, 4.3.1 and 4.3.7 and their GPA gets lower than 80 (rounded), he/she will be denied to enjoy the discount / tuition fee waiver from the next academic year.

Article 7. The Rule for Using State Study Grant and Discount Simultaneously

- 7.1. If a student has obtained State Grant and IBSU discount at the same time, the discount shall apply only to the amount which is left after the deduction of State Study Grant amount from the tuition fee.

Article 8. Application for Scholarship

- 8.1. IBSU student is entitled to apply for IBSU's scholarship if he/she has a certain number of scores in Unified National Examinations. The amount of scholarship is 200 GEL and 100 GEL. Herewith, the scholarship is cancelled if the GPA goes less than 91 (rounded).

Article 9. The Right to Tuition Waiver for Doctorate Programs

- 9.1. A doctorate student is entitled to tuition fee waiver in a doctoral program if they submit an official document verifying one of the following results:
- 9.1.1. GMAT – minimal score 550 (for the faculty of Business Management)
 - 9.1.2. TOEFL – minimal score 100(for the Faculty of Social Sciences);
 - 9.1.3. ELTS – minimal score – 7.5, CAE, CPE (for the faculty of Education and Humanities);
 - 9.1.4. GRE – minimal score 155 (for the faculty of Computer Technologies and Engineering).

Amendment is made on the 22th of February, 2018 by Administrative Board decision – minutes #4

Article 10. The Rules for Applying for Discounts / Tuition Fee Waiver

- 10.1. In order to be eligible for discounts / tuition fee waivers, the students have to submit the relevant documents to the Student Affairs during the registration week. Otherwise, they lose the right of using discounts / tuition fee waivers for the corresponding semester.
- 10.2. Students who are not entitled to enjoy any of the discount schemes can submit a request to the Chancellor (R03F57), when they become eligible for a discount.

Article 11. Final Provisions

- 11.1. This regulation is based on the decisions of the Trustee Board of IBSU. All detailed information (R33L01) (including but not limited to the relevant score, category, amount, type of the tuition fee waiver and etc.) is defined by the decisions of the Trustee Board.
- 11.2. All the changes made to this regulation shall be in accordance with the Decisions of the Trustee Board and should be approved by the IBSU's Administrative Board.

Article 12. Enactment

- 12.1. This regulation comes into the legal force and effect from the day of approval by the Administrative Board.

Article 13. Execution

- 13.1. The provisions outlined in this document are executed by the Chancellor.

*Ignorance of rules of the university shall not be a defence to anyone.
All are therefore required to familiarise themselves with the rules and regulations as outlined in the
related IBSU documentation.*

*IBSU is an equal opportunity institution. It does not discriminate any member of its community on
the basis of gender, race, nationality, ancestry, creed, marital or parental status, or physical,
mental, emotional, or learning disabilities in its educational programmes and activities.*

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