

## **Rules for Granting Scholarships to Research Students**

Ben-Gurion University offers scholarships to some of their research students so that they may devote their entire time to their studies and research. The scholarships are granted based on academic achievements.

### **1. General instructions:**

All information in these guidelines is formulated in masculine gender but applies to feminine gender as well. Similarly, all information formulated in the singular refers to the plural as well.

### **2. Definitions:**

- a. Research student – Any student studying in the following tracks: Master's degree with thesis, doctoral student, post-doctoral fellow, or undergraduate student in a program for outstanding students studying at BGU in one or more study areas taught at this institution.
- b. Acceptance status:
  1. Regular status – a student accepted to the respective program without special conditions, who has fulfilled all academic requirements.
  2. Conditional status – a student accepted under specific conditions or who has completed several requirements for acceptance to Master's or Doctoral studies.
- c. Student in "thesis completion" track, not studying towards a Master's degree.
- d. Types of scholarships:
  1. Living scholarship
  2. Tuition scholarship

Unless specified, the rules apply to all scholarship types.

- e. Scholarship recipient – active student receiving living and/or tuition scholarships.
- f. Supervisor – academic faculty member, appointed by one of the academic departments to mentor the student. In the case of a doctoral student, the Supervisor must be approved by the Kreitman School for Advanced Graduate Studies (Kreitman School).
- g. Budgetary sources:
  - 1. University regular scholarships (BGU scholarships) funded by Department/Faculty budget
  - 2. Competitive internal fellowship budget – budget for competitive fellowships awarded by university sources, such as the Kreitman School.
  - 3. External competitive fellowships – budget from external funds (such as government offices) for a specific scholarship recipient.
  - 4. Research budget – budget of the Supervisor, from any source that is allocated for research fellowships.
- h. Scholarship unit – a set value designated for living stipends, in accordance with the degree and as updated by the university from time to time.

### **3. General conditions:**

- a. Students awarded scholarships/fellowships require the student to invest time in his research as defined in articles 6, 7, and 8 and fulfill the academic criteria specified by these rules and criteria of departmental scholarship committees.
- b. The scholarships are granted based on academic merit. The nominal value of the scholarship will be set based on the available budget of the Department/Faculty.
- c. The academic merits to be considered in determining Master's students' excellence will be set by the departmental research student committees and approved by faculty research student committees.
- d. Doctoral students' academic merit is based on a number of criteria, including grades, recommendation letters, and publication of articles in leading journals and participation in leading conferences. These measures will be set by the

departmental and faculty research student committees and the Kreitman School.

- e. The Departmental Scholarship Committee will set the terms and advertise the departmental scholarship rank based on academic criteria, as noted in clauses 6-8, and set minimal levels of scholarship for research students as indicated in clause 8, in accordance with available resources.
- f. The Department is committed to providing the scholarship for the entire normative duration of studies of the research student on condition that the research student meets the required academic criteria.
- g. The Supervisor may grant a scholarship from his own research budget to any student he mentors, conditional on attainment of average grades of 80 or above. Awarding a scholarship to a student with a lower grade average requires approval by the Dean of the Faculty.
- h. The scholarship duration must be at least four months, and the total scholarship sum may be no less than four scholarship units per month. The minimal period and amount of the scholarship may be comprised of several budgetary sources combined.
- i. A detailed application for all scholarships and fellowships funded by the Department, Faculty, and the Kreitman School, that do not answer their criteria should be submitted by the student to his department. The student application, accompanied by a recommendation letter from the Supervisor, should be sent to the Dean of the Faculty and/or Kreitman School dean (for doctoral and post-doc students). The Rector's approval is also required if the average grade is three or more points lower than the grade required, as noted in the table in clause 4.

#### **4. Maximum number of scholarship units**

Maximal units		Average grade in the previous academic year, and/or Masters' grades, and/or academic merit criteria set by the Department/Faculty
BGU budget	Total units from all sources	
14	25	96-100
12	25	92-95
10	25	85-91
7	25	80-84

These conditions are prerequisites, but do not automatically assure a scholarship. The Department/Faculty may determine a grade rank and/or additional academic criteria instead of average grades. The final decision to award scholarships/fellowships will be influenced by the availability of funds of the Faculty or Supervisor.

#### **5. Scholarship structure**

The scholarship consists of 4-25 units per month. The unit value is defined by the status of the student and the degree he is studying for.

#### **6. Academic conditions for receiving scholarships during Master's studies**

- a. Research Master's students, at regular academic status, may receive up to 24 months of BGU-funded regular scholarships. The normative period for Master's studies is 24 months, beginning with the student's acceptance to Master's studies or from the time he became a regular student according to rules of the Faculty in which he is studying.
- b. Students in a Master's fast track may receive up to 36 months of BGU-funded regular scholarships.
- c. Research students studying for a Master's degree as regular-track students may receive up to 36 months of research scholarships from the Supervisor's budgets. This scholarship will not be granted to research students after 36

months. In the case of a study period over the normative study period, a research scholarship may be awarded conditionally for an academic extension of studies.

- d. If the Supervisor finances the scholarship beyond the normative period, the monthly scholarship sum will not be less than the scholarship paid for research during the normative period and will not be less than the minimum sum as stated in the regulations.
- e. If during the extended period, the student is granted a fellowship extension due to a recognized credited event, the payment will continue to be provided by the Supervisor.

#### **Academic conditions for receiving a scholarship in the first year of Master's studies**

- a. A prerequisite for receiving a scholarship as a first-year research student studying for a Master's degree is an average grade of 80 or higher in the undergraduate degree. The Graduate Student Committee may set additional requirements.
- b. The scholarship's sources will be set per the details specified in the table in clause 4.
- c. Granting a scholarship that deviates from these academic criteria requires the recommendation of the Graduate Student Committee and approval of the Dean. In addition, the Rector's approval is necessary in the case of BGU-regular scholarships, as noted in clause 3.

#### **Academic conditions for continuing to receive a scholarship as a research student for a Master's degree**

To continue receiving a scholarship during his studies towards a Master's degree, the student must fulfill all of the following requirements by the end of his first year of study:

- a. Fulfill all the faculty study requirements.

- b. Accumulate at least 50% of the courses credit units required for the degree, with an average grade of at least 85.
- c. Select a supervisor and research topic for research within the first semester of study.
- d. Submit a research proposal to be approved by the end of the first year of studies for a Master's degree.

To continue receiving the scholarship, the student must submit a study status report together with the Supervisors' recommendation at the end of each semester.

The Faculty Research Student committee may set additional requirements.

Master's students who have begun studying in the thesis track and have received a living scholarship and/or tuition scholarships, and transfer to a track without thesis following two years of study must return the full-tuition scholarship as well as the living scholarship for the second semester of the second year of studies (the Department secretariat is responsible for reporting on changes of track to the secretariat of Master's studies of the Faculty). In addition, students who transfer to a track without a thesis after one year will be required to return the tuition scholarship received.

Master's students who began a track without a thesis and were then accepted to a track with a thesis may receive a scholarship for up to two years from the time of the track transfer, per the Faculty's decision, based on conditions stated in clause 6.

#### **7. Academic criteria for receiving a scholarship as a doctoral research student:**

Doctoral students are entitled to receive up to 48 months of BGU-regular scholarships during the student's study period in years 1-4 (60 months of study in a direct track – combining Master's and Doctoral studies). Beyond this period, granting of scholarships for additional periods depends on the approval of study extension as follows:

- a. Up to 12 months from the Supervisor;s research budget or external budget only, pending approval of Department Chair.
- b. Beyond one additional year, from research budget or external budget only, with extensions granted for six months at a time, pending approval by the Dean of the Faculty, the Dean of Kreitman School, and the Rector.

**Academic conditions for receiving a scholarship in the first year of doctoral studies**

- a. A final grade of 80 in the previous degree is a minimum requirement. The relevant Research Student Committee may set additional requirements.
- b. The scholarship/fellowship funding sources will be set as per the table shown in clause 4.
- c. Scholarship that deviate from these terms may be granted upon the recommendation of the Faculty Research Student Committee, pending the approval of the Dean of the Faculty and the Dean of the Kreitman School. The Rector's approval is also required for awarding BGU-regular scholarships, as per clause 3.

**Academic conditions for continued receipt of doctoral research student scholarship:**

1. Doctoral students may be eligible for an extension of the scholarship for a second year if the student has submitted his research proposal and research program and has completed the study program for the first year, as required by the Kreitman School.
2. Doctoral students may be eligible for extending scholarships to the third and fourth year if they submit research reports as required by the Kreitman School and complete their study program.
3. Students who have completed their Master's courses with a minimum grade of 80, submitted their final research paper for review, and have been accepted to doctoral studies on contingency (pending their final grade in the Master's

degree), may receive a living scholarship for doctoral students for one semester. Extension of the living scholarship for an additional semester requires the approval of the Dean of the Kreitman School.

**Doctoral students in the direct track must meet all requirements below in order to receive a scholarship:**

1. Accumulation of 75% of total course credit points required, in accordance with the study program set for this student within the first two years of study, with a minimum grade average of 85.
2. Submitting a research program and research proposal before the beginning of the fifth semester of study.
3. Passing the candidacy exam before the end of the fifth semester.

To receive a scholarship, the student must submit a study report at the end of each semester, supplemented by a recommendation from the Supervisor.

**8. Academic conditions for receiving a post-doctoral scholarship**

A unit may offer a post-doctoral scholarship to candidates with a Ph.D. degree who completed their doctoral studies within the last years, if they meet all other requirements specified in post-doctoral student regulations.

[https://in.bgu.ac.il/kreitman\\_school/Documents/procedure-post.pdf](https://in.bgu.ac.il/kreitman_school/Documents/procedure-post.pdf)

To continue receiving a post-doctoral fellowship, the post-doctoral fellow must submit research progress reports in accordance with regulations of the Kreitman School.

## **9. Recognized Credited Event**

This regulation does not deter in any way from the rights of scholarship recipients (in accordance with rules of parental regulations and accommodations for the student following pregnancy, childbirth, adoption, becoming a guardian of a child, becoming foster parent, or undergoing fertility treatments).

[https://in.bgu.ac.il/acadsec/DocLib2/childbirth\\_pregnancy.pdf](https://in.bgu.ac.il/acadsec/DocLib2/childbirth_pregnancy.pdf)

It should be stated that while continuing to receive a scholarship due to a recognized credited event the recipient may not receive any additional scholarship from the university's current budget.

## **10. University attendance and employment:**

- a. Scholarship recipients must devote the bulk of their time to their studies and research in accordance with employment rules for research students.
- b. Scholarships cannot be granted to research students who are employed and receive a salary from their supervisor.
- c. A scholarship recipient may not be employed as a senior academic faculty member and/or administrative or technical faculty member at the university.

## **11. Violating scholarship/fellowship conditions, discontinuing studies, and returning scholarship funds**

If scholarship/fellowship recipients violate conditions of scholarship/fellowship, or discontinue their studies, the scholarship will be terminated immediately.

1. The Departmental Research Student committee will discuss whether to request the refund of the scholarships paid to the recipient – both for living and tuition scholarships. If the committee decides not to ask for the return of the scholarships, it will forward this recommendation to the Faculty Committee.

2. In the case of a doctoral student, the Department's recommendation will be forwarded to the Faculty committee that examines the monetary refund of fellowships awarded by the Kreitman School.
3. The recommendation of the Department Committee as stated in clause 1 and the recommendation of the Kreitman School for doctoral students as stated in clause 2 will be forwarded to the Faculty Research student committee, which will discuss the issue provide recommendations.
4. The Faculty will then implement the decision.

#### **12. Double competitive internal fellowships**

Research students may apply for several competitive internal fellowships, but if awarded more than one, they will receive only the largest grant.

#### **13. Scholarship from a research budget**

Research students may receive a scholarship from a research budget only from their thesis Supervisor for research connected to his thesis only and in accordance with rules noted above. Scholarships from the Supervisor's research budget may be granted in addition to the scholarship from other budgets, subject to a maximal value set by regulations specified in clause 4 and subject to regulations of the bodies providing the other scholarships.

#### **14. External competitive scholarship**

Designated competitive fellowships from sources external to the university system will be paid in full and will not depend on rules regarding scholarship sums stated in regulations. The scholarship will be paid for as long as the student is enrolled in a degree program for which he receives the scholarship. In the case of a scholarship from an external source, whose value (including university participation if required) is greater than that of the maximum number of units, no additional scholarships may be granted.

**15. Central fund for advanced training of scholarship/fellowship recipients -**

Link to guidelines: [https://in.bgu.ac.il/acadsec/DocLib/Pages/study\\_fund/Guidelines.pdf](https://in.bgu.ac.il/acadsec/DocLib/Pages/study_fund/Guidelines.pdf)

## **16. Schedule**

Each of the Faculties will post schedules and criteria for applying for funding.

## **17. Taxation of scholarships/fellowships**

It is hereby declared that living scholarships/fellowships are tax exempt as long as they conform to the regulations of the Israeli income tax authorities. Tax liability is individual and applies to the person receiving payment.

In the case that a scholarship is based on misleading information provided by the student, or if a student acted contrary to his declarations, as they appear on the signed declaration form, or if the student claimed, after the fact, and contrary to the university's position and his own statements, that he performed work or provided benefit to the university in exchange for scholarship payment; if a certified court decides that he has performed paid work, he will be paid according to student salary scales (based on the group agreement for student employment). Any sum paid to him above student wage will cover the payments he was entitled to as an employee.

In addition, the student will pay any tax he is required to pay by law for the above payment, either by direct payment to tax authorities or by indemnification of the university for any payment charged to the university. לבדוק אצל מומחה במשפטים

Post-doctoral scholarships for studying overseas are taxable; this tax payment will be deducted at source by the university.

### **Exceptional statuses which may receive scholarships/fellowships**

- a. Students with "completing" or "studying" status and preparing for a Master's degree may receive a living scholarship and tuition scholarship for a period of up to one year, but only from the budget of the Supervisor and pending approval of the Dean of the Faculty.

- b. Students studying for a degree of completing requirements to be accepted for doctoral studies (13) may receive a living scholarship and tuition scholarship for a period of up to one year from the Supervisor's budget only, pending approval of the Dean of the Kreitman School.
- c. Students not studying in the final project track with no awarded degree (5) who are completing their thesis may receive a living scholarship and tuition scholarship for up to one year from the Supervisor's budget only, pending approval of the Dean of the Faculty.
- d. Scholarship recipients studying for a doctoral degree who received a BGU-regular scholarship and/or Kreitman School Fellowship and then restarted his doctoral studies with another supervisor, as approved by the Kreitman School, may receive a scholarship/fellowship from internal sources for up to one additional year, pending approval of the body that granted this scholarship (Department Chair/Dean of Faculty/Dean of Kreitman School).