淮阴工学院留学生校长奖学金管理规定

**总则**

第一条

根据教育部关于外国留学生奖学金管理的有关规定，为吸引更多优秀外国留学生报考我校，同时为了激励在校外国留学生刻苦学习，发挥他们各方面的特长，促进中外文化之间的交流，特设立“淮阴工学院留学生校长奖学金”。为做好此项奖学金的评选工作，特制定本规定。

第二条

留学生校长奖学金的经费来源包括上级拨付的各项留学生奖学金和学校配套奖学金。学校配套部分原则上不低于上级拨付的金额。学校财务处为留学生校长奖学金独立建账，单独核算，专款专用。

第三条

 留学生校长奖学金的评审遵守公开、公平、公正的原则，按照教育部、江苏省教育厅和学校有关规定使用。

第二章 校长奖学金奖励对象和标准

第四条

校长奖学金的评选对象为在我校接受学历教育的勤奋学习、刻苦钻研，以及在学术、体育、艺术、文化交流、公益活动等方面取得突出成绩的外国留学生（包括预科生、本科生、硕士研究生）。因未按有关规定缴纳学费、住宿费等费用或其他不符合注册条件不予注册的留学生，没有奖励资格。对于符合校长奖学金条件，但根据相关规定保留入学资格的留学生新生，其校长奖学金延迟至正常入学后评定。

第五条

第五条 校长奖学金包括提供数额与硕士（三年）和本科（四年）学习阶段学费同等的助学金。助学金具体资助标准为：本科生每学年人民币13000元，硕士研究生每学年人民币20000元。

第六条

来校攻读学位的预科生可申请校长奖学金，资助年限为一年，同时须和学校签署承诺协议书，因个人原因退学或转学而违约的须退还已发放资助，并按双方约定进行赔偿。

第七条

来校留学的本科生和硕士研究生，在标准学制内通过校长奖学金年度评选可连续获得校长奖学金资助。

第八条

校长奖学金每学年奖励名额为100名。校长奖学金与茉莉花奖学金不可兼得。

第三章 校长奖学金的申请

第九条

申请人应具备下列条件：

（一）符合我校留学生的入学条件，正常在校注册学习的自费外国本科生、硕士研究生，身体健康，并且上一学年度没有申请过休学、保留学籍或延长学制；

（二）遵守中国政府的法律、法规和校规、校纪；

（三）学习态度端正，勤奋刻苦，无重修现象，高中或上一学年度学习成绩优良；

（四）积极参加学校、院系组织开展的各类公益及社会实践活动；

（五）申请当年没有享受任何其他形式的中国政府奖学金。

第十条

具有下列情况之一者，不能申请奖学金：

（一）违反中国法律、法规或校纪、校规受行政处分者；

（二）学习成绩一学年内出现2次及以上不及格科目；

（三）没有按时注册、缴纳各种费用或未办理签证居留手续。

第十一条

申请时间和要求

申请人须于每年6月30日之前填写《淮阴工学院留学生校长奖学金申请表》，并递交至国际教育学院。

第四章 校长奖学金的评定

第十二条

学校设立淮阴工学院留学生奖学金评审委员会。（主）分管校长担任评审委员会主任，国际教育学院、教务处、研究生处、财务处、学生处和有关学院负责人、专家、教授担任评审委员。

第十三条

国际教育学院负责奖学金申请材料的受理和形式审查的具体工作。留学生所在学院在每年6月底前协助提供相关评选材料。

第十四条

 国际教育学院每年7月负责组织召开评审委员会会议，对校长奖学金申请者材料进行审查和评议，必要时可要求申请者进行答辩，最终确定获得奖学金学生名单。

第十五条

获得奖学金的学生名单在相关网站公示一周。如无疑议，由国际教育学院代表学校书面告知获得奖学金的留学生。

第十六条

评选材料

（一）《淮阴工学院留学生校长奖学金申请表》；

（二）经学院审核的成绩单；

（三）最近一学年内在学术、体育、艺术、文化交流、公益活动等方面表现突出、成绩优秀的证明文件；

（四）留学生个人总结陈述。

第十七条

原奖学金生符合条件的可继续申请下一学年奖学金，享受资助最长期限不超过本专业标准学制。

第十八条

校长奖学金生受到行政处分或存在其他不良行为记录，应立即取消其奖学金资格。因各种原因休学、退学等学籍变动的奖学金生，应中止或取消校长奖学金资助。无正当理由欠缴学费、住宿费、水电费等费用一个月以上的，暂停发放奖学金。

第十九条

国际教育学院负责将评选结果拟文报校长办公会审核和校领导签发，学校发文将最终获得奖学金学生的名单通知相关学院及部门。

第五章 校长奖学金资金管理

第二十条

校长奖学金中由学校财务处统一办理冲抵学费手续。

第二十一条

国际教育学院负责编制、发放留学生校长奖学金，经分管校领导审核、签字后，报送财务处。

第二十二条

获得奖学金的外国留学生须按照学校规定的时间办理报到、注册手续，否则将按照自动放弃奖学金处理。

第二十三条

财务处根据校长奖学金发放表和留学生缴费情况为留学生办理奖学金发放和补缴费。

第六章 附则

第二十四条

本办法由国际教育学院负责解释。

第二十五条

本办法自公布之日起施行。

Regulations on Management of Presidential Scholarship in HYIT

Chapter 1 General Provisions

Article 1 According to the regulations on management of overseas students scholarship issued by Ministry of Education, in order to attract more excellent overseas students to study in HYIT, meanwhile motivate internal overseas students to study hard, exert their specialties, and promote cultural exchanges between China and other countries, HYIT Presidential Scholarship for overseas students are hereby founded. The regulations are formulated to carry out the evaluation for Scholarship successfully.

Article 2 The expenditure of the overseas students’ scholarship comes from all the overseas students scholarship allotted by higher authorities and supporting scholarship in our college. The supporting scholarship in our college in principle is not lower than that allotted by higher authorities. The financial department set up an account for presidential scholarship for overseas students, earmarked with independent accounting.

Article 3 The review of Presidential Scholarship must comply with fair and square principle, and put into use according to the regulations of Ministry of Education, Educational Department of Jiangsu Province and our college.

Chapter 2 Supporting Categories and Standards

Article 4 The target students for Presidential Scholarship must be overseas students in out institute (including preparatory students, undergraduates, and graduates), and when studying in our college, they study hard and make great achievements in academic learning, PE, arts, cultural exchanges and public service activities.

Those who fail to pay the tuition fees, and accommodation fees or other overseas students who are not allowed to register since they don’t meet the registration conditions don’t have the eligibility of receiving the scholarship.

For those overseas freshmen who meet the conditions of Presidential Scholarship but reserve the admission qualifications according to relevant regulations, the Presidential Scholarship will be suspended to be reviewed after their regular admissions.

Article 5 The Scholarship offers student grant as much as tuition fees for undergraduates (4 years) and graduates (3 years). The funding standards for student grant go as follows. 13,000RMB per academic year for every overseas undergraduate.20,000 RMB per academic year for every overseas graduate.

Article 6 Preparatory students can apply for the Presidential Scholarship. The duration lasts one year, and must sign commitment treaty with the Institute. They break the treaty for personal factors such as dropout or college transfer, and they need to return the subsidy granted to them, and make compensation by appointment.

Article 7 The undergraduates and graduates learning in HYIT, can obtain the Presidential Scholarship continuously in standardized school system evaluated by the Scholarship.

Article 8 Every academic year the Scholarship will award 100 students. The Presidential Scholarship is incompatible with Jasmine Jiangsu Government Scholarship.

Chapter 3 Application for Presidential Scholarship

Article 9 The applicants must meet the following conditions.

(1) They satisfy the admission requirements of overseas students in out college, and they are self-supporting overseas undergraduates and graduates with regular registration and enjoy good health. They don’t apply for school suspension, students status reservation and prolonged their schooling.

(2) They abide by the laws, regulations of Chinese government and rules and school policies and disciplines.

 (3) They have a good attitude on learning, work hard and enjoy excellent academic performance in their high school or last academic year.

(4) They take active part in all the public service activities and social activities organized by the Institute and colleges.

(5) They don’t receive other Scholarship when applying.

Article 10 Under any circumstance, they don’t have the eligibility of applying for the Scholarship.

(1) They violate Chinese laws, regulations or school policies, and rules, and receive administrative sanction.

(2) Their academic performances don’t reach passing grades for twice or more times in an academic year.

(3) They fail to register and pay the fees on time or fail to apply for residence visa.

Article 11 Application Time and Requirements

The applicants must fill in Application Form for Presidential Scholarship for HYIT overseas students, and submit to the International Education School.

Chapter 4 Evaluation for Presidential Scholarship

Article 12 An Evaluation Committee for HYIT Overseas Students Scholarship is set up. The vice president in charge will hold the post of Dean of the Evaluation Committee, and the review committee includes principals, experts and professors from International Education School, Teaching Affairs Departments, Graduation Department, and Financial Department and etc.

Article 13 The International Education School is in charge of the acceptance and inspection for the application materials. Their school should assist to offer relevant evaluation materials by the end of June every year.

Article 14 The International Education School is charge of organizing the Board of Review Committee, and discuss and evaluate all the application materials. If necessary, candidate defense is welcome to confirm the final list.

Article 15 The scholarship students list will be publicly displayed for a week. Without objection, the International Education School will notify the scholarship students on behalf of the Institute.

Article 16 Application Materials

(1) Application Form of Presidential Scholarship for HYIT overseas students,

(2) Academic Transcript verified by the relevant school,

(3) Documentary evidences certifying students’ excellency in academic performance, physical education, art, cultural exchanges, and public service activities.

(4) Overseas students’ personal closing statements

Article 17 The former scholarship recipients with eligibility can apply for it for the next academic year. The duration of the scholarship is no longer than the standardized schooling of their majors.

Article 18 If the scholarship recipient receives disciplinary sanction or have records of other bad behaviors, their scholarship will be terminated at once. The scholarship should be suspended or terminated for various factors such as school suspension or dropout, etc. The scholarship will be suspended for unprovoked tuition, accommodation and utilities fee arrearage for a month or more.

Article 19 The International Education School takes charge for reporting the results to the President’s Office. After the review, the scholarship list will be approved by the College Leadership and be issued and dispatched to the relevant schools and departments.

Chapter 5 Fund Management of Presidential Scholarship

Article 20 The unified procedure of waiving tuition fee will be taken by Financial Department.

Article 21 The International Education School is in charge of compiling scholarship recipients and granting the scholarship. Reviewed and issued by College Leadership in charge, the scholarship will then submit to the financial department.

Article 22 The scholarship recipients must register within the prescribed time, or the scholarship will be automatically abandoned.

Article 23 The financial department according to the scholarship lists and overseas students’ payment conditions, grant the scholarship or cover the relevant fees payable

Chapter 6 Supplementary Provisions

Article 24 The International Education School is in charge of further explanation.

Article 25 The regulations will exert effect from the day of proclamation.