

ISLAMIC DEVELOPMENT BANK
SCHOLARSHIP DIVISION
P.O. BOX 5925, JEDDAH 21432
KINGDOM OF SAUDI ARABIA

Phone: +966-2-646 6833
Fax: +966-2-646 6887
E-mail: scholar@isdb.org
Web: www.isdb.org

INSTRUCTIONS

(Please do not detach this page from the Application Form)

HOW TO COMPLETE THE APPLICATION FORM (FORM-1) AND ITS ATTACHMENTS:

1. Application must be submitted in typed form or written clearly with ink in block letters. Additional paper may be used, if necessary.
2. All information must be provided in the language of the form. Please attach certified translation of any document not in the language of the form.
3. All information requested must be provided, otherwise the application can be delayed or cannot be processed entirely.

ATTACHMENTS NECESSARY FOR THE COMPLETION OF THE APPLICATION:

(Please tick and do not send unless all items are ticked "Yes"):

- | | |
|---|--|
| 1. Certified true copy of birth certificate | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 2. Certified true copy of secondary school certificate | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 3. Transcripts/copies of reports of grades of last two years of high school | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4. Certified true copy of certificate of admission
(in one of the approved fields of study) to a College or a University | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 5. Declaration of intent to comply with IDB scholarship rules and
regulations (Attachment-2) | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 6. Declaration of Intent to Refund (Attachment-3) | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 7. Two passport-size photographs (4 cm x 6 cm) | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 8. Certificate of good health from a doctor or a hospital | Yes <input type="checkbox"/> No <input type="checkbox"/> |

APPLICATION AND SELECTION PROCEDURES:

1. Send or submit completed Application Form and attachments to the Counterpart Organization in the country and not to the IDB directly.
2. The Counterpart Organization will study the application to establish eligibility and/or to ascertain completeness of documents. If certain documents found incomplete or missing, the applicants will be informed accordingly.
3. Those eligible will be interviewed by a Selection Committee/Counterpart Organization and a full report on students' selection will be submitted to IDB.
4. At the IDB headquarters Jeddah, Scholarship Division will study the interview results and the application forms before submitting its recommendation to the Executive Committee of the Scholarship Programme for final selection.
5. The results of the selection process will be conveyed to the Counterpart Organization who, in turn, informs all the applicants.
6. Applicants who are selected will be asked to sign a Scholarship Bond, confirming their commitment to refund the scholarship and other funds received from the Bank, prior to the start of their studies.
7. The whole application and selection process may take between 2 to 3 months.

IMPORTANT NOTES:

1. All applicants are required to show their original certificates (including certificate of University or College Admission) at the time of the interview.
2. Giving false information may result in either cancellation of already approved application or termination of scholarship.
3. All inquiries about the Programme should be addressed to the designated IDB Counterpart Organization for the Scholarship Programme in the country or to the Organization or person mentioned in the advertisement of the Programme.
4. PLEASE FOLLOW STRICTLY THE GUIDELINES (GIVEN ABOVE) FOR SUBMITTING YOUR APPLICATION.

APPLICATION FORM

Please attach
Two
Passport-size
Photographs
Here

(I) INFORMATION ABOUT THE APPLICANT:

1. Name in full (*Not initials*) _____
First Second Third (Family)
2. Nationality _____ 3. Gender Male ☐ Female ☐
4. Date of birth (*) _____ 5. Place of birth _____
6. Home address _____
7. Mailing address _____

(*) Please attach attested copy of birth certificate

(B) INFORMATION ON THE APPLICANT'S FATHER OR GUARDIAN:

8. Name _____ 9. Age _____
10. Highest education obtained _____
11. Job _____ 12. Monthly income _____
13. Number of children ____ 14. The applicant is the __st, __nd, __rd or __th child
15. Home address _____

(II) EDUCATIONAL QUALIFICATIONS:

- | | <u>Name of the Institution
with address and country</u> | <u>Year
Obtained</u> | |
|--|---|--------------------------|---------------------|
| 16. High School Certificate
(<i>"A" Level or the equivalent
of 12 years of basic education</i>) | _____
_____ | _____
_____ | |
| 17. Final grades / Higher School / "A" Level
Examination in the following subjects: (**) | | | |
| <u>Subjects</u> | <u>Grades/Marks</u> | <u>Subjects</u> | <u>Grades/Marks</u> |
| Language/
English (E) | _____ | Chemistry (CH) | _____ |
| Maths (M) | _____ | Biology (BIO) | _____ |
| Science (SC) | _____ | Others (OTH) | _____ |
| Physics (PH) | _____ | | |

(**) Please attach attested copy of certificate and transcripts

(III) UNIVERSITY REGISTRATION (for applicants already admitted to College): (***)

- | <u>Name and address of College or Faculty/ University
in which applicant is registered</u> | <u>Registration No.
Session and Class</u> |
|--|---|
| _____ | _____ |
| _____ | _____ |

(***) Please attach Certificate of Registration

- (IV) PLEASE WRITE IN THE SPACE BELOW A BRIEF ESSAY ON HOW YOU EXPECT TO CONTRIBUTE TO THE DEVELOPMENT OF YOUR COMMUNITY AND COUNTRY UPON GRADUATION (you may use an additional page if necessary):

- (V) TO BE COMPLETED BY AN APPLICANT FOR WHOM THE IDB WILL SEEK A PLACEMENT IN ONE OF ITS MEMBER COUNTRIES:

The IDB Scholarship is offered mainly for Medicine and Engineering but the following areas of study are also included: Pharmacy, Nursing, Nutrition, Veterinary, Dentistry, Medical Technology, Agriculture, Food Technology, Forestry, Fishery and Computer Science. (If Engineering is chosen, the branch of Engineering preferred must be mentioned as well).

My choice of preference: 1st choice: _____, 2nd choice: _____,
3rd choice: _____.

However, I will agree to study in any of the above fields accepted by the University and recommended by the IDB.

Applicant's Signature

- (VI) DECLARATION OF THE APPLICANT:

I hereby declare that I fully understand the objectives and the spirit of the IDB Scholarship Programme and certify that all the information given in this Application Form and its attachments and documents is complete and correct.

Applicant's Signature

DATE: / /14_____
/ /20_____

**DECLARATION OF INTENT TO COMPLY
WITH THE IDB SCHOLARSHIP RULES AND REGULATIONS**

I, _____(name), the undersigned and the applicant for a scholarship from the Islamic Development Bank, having read the information and regulations pertaining to the Programme, promise to fully comply with the rules and regulations of the IDB Scholarship Programme and do hereby declare that:

- my parents/guardians are not in a financial position to support my university education;
- I am not in receipt of any other scholarship from any other body / organization and nor will I take any other scholarship while benefitting from the IDB Scholarship Programme;
- as long as I am under the IDB scholarship, I will devote full time to my education and will not take any work, remunerated or not, that will interfere with my study;
- during my study, I will regularly inform the IDB and the Muslim Community that recommended me of my academic performance and activities every semester and I will send to the IDB my examination results, transcripts and financial receipts;
- once I have completed my study, I will return to my country to assist the development of my community and country.

Applicant's Signature

DATE: / /14____; / /20____

**CERTIFICATION OF THE APPLICANT'S DECLARATION
BY A RECOGNIZED MUSLIM ORGANIZATION**

I, _____(name), the undersigned, on behalf the Muslim Community, _____(name of Organization), in the City of _____, _____(Country) do hereby certify that the student, _____(name), applying for a scholarship from the Islamic Development Bank, a Muslim of good conduct and high moral character, has signed, in front of me, the Declaration To Comply with the IDB Scholarship Rules and Regulations (Attachment-2), willingly and without any undue pressure from any person or party and promised to uphold the tenets of Islam and apply them in his/her daily life.

Name: _____ Position: _____

Address: _____

Signature: _____

Date: / /14____; / /20____

**ENDORSEMENT BY THE COUNTERPART OF THE IDB SCHOLARSHIP PROGRAMME
OR A CONTACT DESIGNATED BY THE IDB**

The above statements are made by the applicant and the so named recognized Muslim Organization as stated.

Name and signature of the
designated IDB contact: _____

DECLARATION OF INTENT TO REFUND

I, _____(name), the student, in the city/town of _____, _____(country), applying for the IDB scholarship, do hereby solemnly declare that after the completion of my study, I shall refund the whole amount of scholarship and other funds received from the Islamic Development Bank during my study, to a Trust Fund (Waqf) created by the Muslim community in my country or to any Organization/Body named by the IDB.

Applicant's Signature

DATE: / /14_____
/ /20_____

Witnesses:

1) Name: _____

Signature: _____

Home Address: _____

Relationship to the Applicant: _____

2) Name: _____

Signature: _____

Home Address: _____

Relationship to the Applicant: _____

CERTIFICATION BY THE MUSLIM ORGANIZATION ON THE ABOVE DECLARATION

The Muslim Organization, _____(name), in the City / Town of _____, _____(country), certifies that the above student signed the Declaration of Intent To Refund (Attachment-3) in our presence, willingly and without any undue pressure from any person or party.

DATE: / /14_____
/ /20_____

Signature Official Stamp

ISLAMIC DEVELOPMENT BANK (IDB)**SCHOLARSHIP BOND**

KNOWN ALL MEN by these presents that I,

_____ (student name)

(hereinafter called "Obliger") of _____ (country name)

and _____ (full name of first surety)

and _____ (full name of second surety)

of _____ are jointly and severally bound unto the (country name)

Islamic Development Bank (IDB), an international financial institution having its Headquarters in Jeddah, Kingdom of Saudi Arabia, of Post Office Box Number 5925, Jeddah 21432 (hereinafter called "The IDB") in the amount which the IDB will spend for the duration of scholarship as a loan which will be repaid to the IDB or such other Foundation/Trust/Waqf/Society to which the IDB may assign its rights, in equivalent _____ (name of local currency) at the rates of exchange prevailing at the dates of payment, for which payment to be well and truly made, we jointly and severally bind ourselves, our heirs, executors, administrators and assign by these presents:

SEALED with our seals this _____ day of _____ Two Thousand (date) (month)

and _____.

WHEREAS under a scheme for the award of financial assistance of any kind (hereinafter referred to as "Scholarship Programme") for studying at _____

_____ (University and country names)

and under the terms of the said scheme as set out in the Schedule hereto (Schedule 1), the Obliger is required to enter into a bond duly to comply with the conditions set out hereunder:

1- NOW THE ABOVE WRITTEN OBLIGATIONS are conditioned to be void in the case the said Obliger shall:

- (a) Complete the course for which the scholarship was awarded in accordance with the terms and conditions as set out in Schedule (1) hereto and follow such other conditions and directions as the IDB may lay down from time to time provided that the IDB gives due notice in writing to the Obliger of such conditions and or directions.

- (b) Repay the total amount which the IDB will spend for the duration of the scholarship as a loan in equivalent _____ (*name of local currency*), at the rates of exchange prevailing at the dates of payment, to the IDB, or such other Foundation/Trust/Waqf/Society, to which the IDB may assign its rights after the completion of the studies and employment. However, the said sum of _____ (*name of local currency*) shall carry no interest and shall be payable in reasonable installments.
- (c) Serve the community in the capacity for which his/her course of institution is adjudged by the Implementation Committee formulated for the execution of the Programme in the student's country, which is also known as the IDB Counterpart for the Scholarship Programme, to have rendered him/her competent and continue in that service for a period equal to the period of his/her study during which he/she was on scholarship.
- 2- The IDB may, by written notice to the Obliger and/or Surety, assign its rights hereto to any Foundation/or Trust/Waqf or Society in _____.
(*country name*)
- 3- The law applicable to this Bond shall be the law of _____.
(*country name*)

PROVIDED ALWAYS AND IT IS HEREBY AGREED:

- (i) That the IDB, on consultation with the Implementation Committee formulated for the execution of the Programme in the student's country, shall have power to release him/her from such obligations at any time before the expiration of the said period mentioned in article 1 (c) hereof as the IDB shall, in its discretion, think fit.
- (ii) That in the event of a breach of any of the above conditions the above written Bond shall remain in full force and effect and the same total amount of scholarship shall be forthwith payable to the IDB, or such other Foundation/or Trust/Waqf/Society, to which the IDB may assign its rights in equivalent _____ (*name of local currency*), at the rates of exchange prevailing at the dates of payment, in respect of such breach by way of liquidated damages and not as a penalty by the Obliger and in case of the Obliger failing to do so, by the sureties jointly or severally.

SIGNED, SEALED AND DELIVERED

(by the Obliger to whom a scholarship has been awarded)

Signature : _____

Name in full : _____

Address : _____

Occupation : _____

In the presence of : _____

SIGNED, SEALED AND DELIVERED

(by the first surety)

Signature : _____

Name in full : _____

Address : _____

Occupation : _____

In the presence of : _____

SIGNED, SEALED AND DELIVERED

(by the second surety)

Signature : _____

Name in full : _____

Address : _____

Occupation : _____

In the presence of : _____

SCHEDULE (1)

TERMS AND CONDITIONS OF THE SCHOLARSHIP

- 1- The IDB agrees to provide, and the student agrees to accept, on the following terms and conditions, a scholarship to study _____ at the University of _____
(field of study)
in _____.
(country name)
- 2- Subject to the provisions of this Agreement, the IDB agrees to provide the student during the terms of his/her scholarship with the following:
 - (a) A monthly scholarship of US\$ _____ (_____ only) which shall become payable either from the day when the student presents himself/herself in _____
(place of study)
provided this is not more than 10 (ten) days before the commencement of study, or from the date of approval whichever is later.
 - (b) Clothing and books allowances for each academic year in an amount equal to three months scholarship.
 - (c) Health Insurance in US\$ _____ to cover medical treatment. If Health Insurance is not available as part of the Social Security System, the student shall be entitled to the cost of medical treatment only if the treatment is done at the University Hospital or a Government Hospital.
 - (d) An amount not exceeding US\$ 40/- (US dollars Forty only), once throughout the period of study, for the cost of a pair of spectacles where the use of the same is recommended by the University or a Government Hospital.
 - (e) For a student studying outside the country, one way air ticket to the student's place of study to join the Programme and the same to go home upon completion of the Programme.

In addition, a return air-ticket from the student's place of study to his home country once in the middle of the period of studies. The tickets will be issued only to those who pass their end-of-the-year examination and are promoted to the next level. The students are required to plan the utilization of the return air-ticket to meet the needs of their studies such as to do internship, training, etc. in their home countries.
- 3- The student shall undertake:
 - (i) to devote all his/her time to his/her studies and that he/she will not undertake any work for remuneration;

- (ii) not to leave the place of study, except for reasons other than holidays or circumstances which are beyond his/her control, without the approval of the authority in charge of the Scholarship Programme in the IDB;
 - (iii) not to change his/her specialization without the approval of the authority in charge of the Scholarship Programme in the IDB;
 - (iv) to behave, at all times, as a good Muslim and will not violate Muslim principles or conduct himself/herself contrary to the basic tenets of Islam;
 - (v) to send to the IDB, regularly, receipt of the stipends and other allowances sent by the IDB thrice an year and the copies of academic records of every academic term/semester;
 - (vi) to take active part in any Islamic orientation programme suggested or provided by the IDB through educational material, lectures, etc. in order to enhance his/her knowledge and awareness of Islam and the affairs of the Muslims .
- 4- The IDB shall be at liberty to rescind this Agreement and cease payment of the scholarship, if:
- (a) the student commits a breach of any of the undertaking made under clause 3 hereof.
 - (b) the student's academic performance is not satisfactory or if the reports of his/her University show that he/she is incapable of realizing the objectives of his/her education.
- Note: The IDB will issue circulars for further details on the provisions and undertakings mentioned under item 2, 3 and other points in this Bond Agreement, as directed by the Executive Committee of the Scholarship Programme.
- 5- Before the scholarship becomes effective, the student must enter into a bond duly to comply with the undertakings herein and the terms and conditions set out in the bond.