

Regulations by USTC on the Payment of Stipend for International Scholarship Students

In order to regulate the payment of stipend for international scholarship students of USTC, the regulations are formulated in accordance with the actual situation of international students management as well as the administrative measures on international student scholarships issued by the Ministry of Education, the Chinese Academy of Sciences and the University, and with reference to the *Regulations by USTC on Basic Grants for Graduate Students*.

1. If a new student register at USTC on or before the 15th of the month, the full month stipend shall be paid, and the stipend documentation shall be submitted by the International College to the financial department for processing before the end of the month; for those who register after the 15th, the stipend shall be paid in half in the next month together with the stipend of the next month.
2. Except for the first semester for the new students, if the registration date is on or before the 15th of the month, the stipend documentation shall be submitted to the financial department for processing before the end of the registration month; if the registration date is after the 15th of the month, the stipend documentation shall be submitted to the financial department for processing before the 15th of the next month. Those who do not register on time without asking for leave shall be given punishment according to the seriousness of the violation of discipline and rules. During the semester, the International

College shall submit the stipend documentation of the next month to the financial department for processing before the end of each month. In case of special circumstances such as year-end settlement of account, the stipend may be paid in advance.

3. Scholarship students should confirm on time the amount of stipend and account information at the designated location each month according to the arrangements of the International College. The payment of stipend in that month shall be suspended for those who fail to confirm the stipend information on time, except for the students who have obtained permission for taking academic leave. Whether to reissue the suspended stipend later depends on the specific situation:

- (1) For those who study normally at school, if they confirm the stipend information on time in the following month, the suspended stipend shall be issued together with the stipend of the next month;

- (2) Those who left school without asking for leave shall be punished according to the seriousness of the violation of discipline and rules.

4. Other situations that could affect the payment of scholarship stipend:

- (1) Monthly assessment

- a. For scholarship students who pass the monthly assessment (and complete the confirmation process in Article 3), the stipend will be issued normally.

- b. If a CSC scholarship student fails to pass the monthly assessment, the International College shall report to CSC for the decision on whether to suspend or cancel the stipend.

- c. For a student holding another type of scholarship, if he/she fails to pass the monthly

assessment, the payment of stipend shall be suspended. If this student passes the next two monthly assessments consecutively, the previously suspended stipend shall be reissued before graduation; if a student fails two monthly assessments consecutively, the stipend suspended twice shall not be reissued.

d. No matter holding what type of scholarship, if a student fails the monthly assessment three times in total, the scholarship annual review shall be treated as unqualified, and the International College shall report to the scholarship authority to suspend his/her scholarship for one year. If a student fails to pass the monthly assessment four times in total, the scholarship annual review shall be treated as unqualified, and the International College shall report to the scholarship authority to terminate his/her scholarship.

(2) Leave

a. For students who have completed the procedures for taking academic leave, if they pass the monthly assessment, their stipend shall be paid normally; if they fail to pass the monthly assessment, their stipend payment will be decided according to Article 4 (1). Students who have been on academic leave for more than one month must submit a monthly report to the supervisor by email. If the supervisor reviews and confirms that the student's monthly report is qualified, it will be deemed that the student passes the monthly assessment. Those who fail to submit a monthly report on time or fail to pass the monthly report after being reviewed by the supervisor will be deemed to have failed the monthly assessment.

b. For students taking sick leave or personal leave, the stipend shall be suspended. If the accumulated leave days in one month do not exceed 15 days (school holidays excluded),

the suspended stipend shall be reissued after they return to school on time; if the accumulated leave days in one month or the continuous leave days exceed 15 days (school holidays excluded), the stipend of that month shall be deducted.

(3) Change of student status

- a. Graduating students will receive stipend until half month after the graduation date.
- b. The payment of stipend shall be stopped from the date of approval if a student suspends his/her studies, drops out, completes studying from the university, or gets his/her scholarship suspended or terminated.

(4) Violation of rules and regulations

- a. If a student fails to register on time without asking for leave or permission for leave, the stipend of that month shall be suspended; if the registration procedures are completed within two weeks after the registration date, the payment of stipend shall be restarted from the next month, and the suspended stipend shall not be reissued; those who have not registered for more than two weeks shall be dismissed.
- b. Those who fail to attend regular activities required in the academic plans without submitting application for leave, receiving approval, or applying for leave extension shall be punished according to the Regulations by USTC on International Students' Application for Leave.
- c. For students who have received a penalty of demerit recording or probation, his or her scholarship will be suspended for one year.

5. For situations not mentioned hereinabove, the relevant provisions made by the Ministry of Education, the Chinese Academy of Sciences and the University shall be referred to. The regulation takes effect on the day it is issued. The International College of USTC hereby reserves the right to interpret the regulation. The original "Regulations by USTC on the Payment of Stipend for International Scholarship Students" (issued in 2024) is abolished.