



Procedures of the Office of the President

Name of the Procedure: Regulations on Scholarships of the Office of the President for Scientific Excellence and Innovation

Procedure no.: 2.7

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### 1. Introduction

Scholarships of the President of the State for scientific excellence and innovation (hereinafter: the “**Scholarships**”) are given in order to encourage academic and quality training and research, to shine a spotlight on diverse scientific fields, to raise public awareness of the goals and fields in which the scholarships will be awarded, to stimulate research and scientific activity, and to promote scientific excellence and innovation in Israel.

### 2. The Scholarships

- a. Each year scholarships will be awarded in accordance with the allocation to be provided for this purpose by the Estates Committee to the Office of the President. The scholarship sum that will be given to each winner will not exceed NIS 722,222.
- b. Every year the President of the State will choose the annual topic in the field in which the scholarships will be awarded in that year (hereinafter: the “**Annual Topic**”).



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- c. The scholarships will be awarded to winners who will be selected as described in these regulations in order to promote a doctoral research plan in the field of the annual topic.
- d. The amount allocated to the scholarships, the annual topic and details regarding the submission of applications will be published in a call for submissions (hereinafter: the **“Call for Submissions”**).

### 3. Conditions for Submitting Applications to Receive Scholarships

- a. Applicants who meet all of the following conditions are eligible to apply for a scholarship:
  - 1) The candidate must be an Israeli citizen, a permanent resident or have immigrant status.
  - 2) The candidate must be a full-fledged student studying for a doctorate in Israel at one of the recognized institutions of higher education in Israel, as defined in the Council for Higher Education Law, 5718- 1958 (hereinafter: **“Institution of Higher Education”**)
  - 3) The candidate must have a doctoral research plan, approved by the institution of higher education where he is studying one year prior to submitting the application at the most, unless otherwise determined in the call for submissions.
  - 4) The candidate must present excellence by means of a grade sheet for his previous degrees and documents attesting to his level of excellence, if any.
  - 5) The research plan must be in the field of the chosen annual topic.
- b. Those who won a scholarship according to these regulations will not be able to apply for the scholarship again.



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#### **4. Submitting Applications to Receive Scholarships**

- a. The candidate must submit the application on the submission form along with a signed letter of commitment in the form that will be published by the Office of the President.
- b. The candidate must enclose a certificate from the institution of higher education where he is studying in the version that will be published by the Office of the President.
- c. The candidate must enclose two recommendations from senior faculty members at an institution of higher education that refer to the research plan and the candidate's qualifications, taking into consideration the standards set forth in section 9(g) of these regulations.
- d. The candidate must enclose the summary of the research plan, which will include the research topic, research goals and research methods, while referring to the innovation and originality of the proposed research (up to six pages).
- e. In addition, the candidate must enclose all the documents set forth hereafter:
  - The identity card or document attesting to the fact that the candidate is an Israeli citizen, a permanent resident or has an immigrant status.
  - Confirmation of studies from the institution of higher education where the candidate is studying or a printout of grades indicating that he is a full-fledged student.



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- Approval of the candidate's doctoral research plan bearing a date in accordance with section 3 a (3) above, and an expected end date for the submission of the doctoral thesis.
  - Curriculum vitae of the candidate.
  - List of awards, publications, and academic conferences at which the candidate presented, if any.
  - Certificates of the candidate's academic degrees, or the approval of the branch for evaluating academic degrees from abroad, in the Ministry of Education.
  - Grade sheets of the candidate for bachelor's and master's degrees.
  - Documents attesting to his level of excellence, if any.
- f. The application form and accompanying documents will be submitted in accordance with the instructions that will be published by the Office of the President.
- g. Applications that will be submitted that do not comply with the guidelines may be rejected outright at the sole discretion of the Office of the President, after consultation with the chairman of the scholarships committee.

## 5. The Scholarship Committee and Selecting the Winners

- a. For the purpose of selecting the winners, a scholarship committee will be appointed by the President of the State.
- b. The scholarship committee will consist of seven or nine members, which will include five or seven (respectively) renowned experts in the field of the annual



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topic, one of whom will be appointed by the President of the State, as chairman of the scholarship committee.

- c. The discussions of the scholarship committee will be coordinated by an employee of the Office of the President who will be appointed for this purpose by the Director General of the Office of the President (hereinafter: "Committee Coordinator"). The committee coordinator, a representative of the legal office of the Office of the President and a representative of the Estates Committee will be present at the committees' discussions, as needed.
- d. The term of office of each member of the scholarship committee shall be one year, unless otherwise stipulated in the letter of appointment. The President of the State may extend the term of office of each member of the scholarship committee for additional periods, according to their expertise and the annual topic.
- e. The members of the scholarship committee will sign a commitment form to maintain confidentiality and to avoid conflicts of interest.
- f. The committee coordinator will forward to the members of the committee the applications of the candidates who meet the provisions of section 3 above. The chairman of the scholarship committee will decide in cases where doubt arises, as to whether or not a candidate's research plan is in the area of the annual topic.
- g. The scholarship committee will rank the candidates before it on the basis of the following criteria:
  - 1. Scientific level - scientific excellence, innovation and originality of the research plan.
  - 2. The scientific importance of the research plan.



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3. The way the research plan is presented - clarity of presentation of the topic, description of the research goals and research methods.
  4. The candidate's achievements and level of excellence - the candidate's grades in previous studies, awards, publications, academic conferences in which the candidate presented, etc., including what is described in the recommendations.
- h. In the framework of examining the applications, the scholarships committee may contact the candidates requesting additional details, opinions, additional recommendations, etc. The scholarship committee may also summons the candidates for a personal interview before it.
  - i. The scholarship committee will select the winners who are worthy of the scholarships.
  - j. The decision of the scholarship committee will be reasoned.
  - k. The scholarship committee will be entitled to determine for itself internal work procedures that will help it fulfill its role, beyond the provisions of these regulations, provided that they do not contradict the provisions of these regulations.

## **6. Conditions for Receiving the Scholarships**

- a. The scholarships are intended for the winners personally, and will be transferred to them through the institutions of higher education where they study. The amount of the scholarship will be fully deposited with the institution of higher education where the winner studies immediately after the announcement of his win. The amount of the scholarship will be distributed to the winner by the institution on a monthly basis as set forth hereafter, and in



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accordance with the institution's procedures regarding awarding scholarships of this type.

- b.** The scholarships will be used by the winners only. The institution of higher education or any other entity will not charge a fee of any kind for the purpose of awarding the scholarships.
- c.** The institution of higher education must report to the Office of the President once a year about the transfer of funds to the winners, including the payment dates and amounts for each winner.
- d.** The amount of the scholarship that will be given to each winner will be divided into 33 payments, which will be given to the winner in a monthly payment for three years.
- e.** As long as he is entitled to the scholarship, the winner must deliver to the Office of the President at the end of each academic year, and by the end of October at the latest, a confirmation from the institution of higher education where he is studying that during the academic year he was a PhD student in the same institution for higher education and that he is continuing to go forward in the research for the doctorate.
- f.** If the winner completes his doctoral studies before three years have passed from the date the payment began, he will be paid the balance of the scholarship amount in one payment.
- g.** If the winner stops his studies as a full-fledged student studying for a doctorate at an institution of higher education in Israel that promotes the doctoral research plan that was approved for him, without having completed his studies as stated above, his eligibility for the scholarship will end immediately. In such case, the balance of the scholarship will be returned to the General Guardian through the Office of the President.



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- h.** The winner must notify the Office of the President of the termination of his doctoral studies immediately, as well as bring confirmation from the institution of higher education where he is studying that the transfer of the scholarship to him has been discontinued, and that the balance of the scholarship amount, from the date of the termination of the research for the doctorate, has been returned to the general guardian.

## **7. Miscellaneous**

- a.** The call for submissions will be published in the press according to the decision of the Office of the President, as well as on the website of the Office of the President.
- b.** The call for submissions will include a notice about the annual topic as well as contact details, for reviewing these regulations and for receiving forms for applying for the scholarship.
- c.** The scholarship will be awarded by the President of the State in a ceremony to be held at the Office of the President.
- d.** Until the official publication of the scholarship committee's decision, everyone, including the scholarship recipients, members of the scholarship committee and employees of the Office of the President, must maintain the confidentiality of the decision.
- e.** The winner of the scholarship must state in the publications that he will publish in connection with the doctoral thesis for which he was awarded the scholarship of the President of the State, that the research was done with the assistance of the President's Scholarship for Scientific Excellence and Innovation allocated by the Estates Committee.
- f.** Changes to these regulations will be made with the approval of the Legal Advisor to the President of the State.

\*Words denoting the male gender - will also mean the female gender, and vice versa.



בית הנשיא

ديوان الرئيس

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