



## **RESOLUTION No. 186 /07**

**WHEREAS:** By Agreement of the Council of State, June 09, 2006, the Minister of Higher Education has been appointed by the president.

**WHEREAS:** The bonds of brotherhood and solidarity with other peoples is a tangible reality and undergoing development, reaching a new level with the unselfish and cooperative gesture of granting university degree scholarships to foreign students.

**WHEREAS:** The Ministry of Foreign Affairs is the State Central Administration body with the responsibility of preparing the scholarship plans for foreign students according to government policy, and it also issues the corresponding instructions, according to established regulations, to Cuban missions abroad and to bodies and institutions about procedures for processing scholarship requests for Higher Education.

**WHEREAS:** Agreement No. 4001 of April 24, 2001, adopted by the Ministerial Council Executive Committee, stipulated in its Paragraph TWO, number 10, the authority of the Ministry of Higher Education to coordinate and monitor activities dealing with attention to foreign students in Cuba, according to government policy and in coordination with the State Central Administration bodies, to emit regulations that ensure attention to all foreign students and to make announcements regarding their efforts to the Ministerial Council Executive Committee.

**THEREFORE:** By the authority vested in me,  
I RESOLVE

**FIRST:** To bring into effect the following:

### **RULES AND REGULATIONS FOR FOREIGN STUDENTS AT CUBAN EDUCATIONAL CENTRES**

#### **CHAPTER I**

##### **General Regulations**

**ARTICLE 1.** This Regulation establishes the standards for awarding complete degree grants, both at the under-graduate and post-graduate levels, to foreign citizens enrolled at Cuban universities, as well as the planning of their organization and function.

**ARTICLE 2.** Foreigners are able to complete full degree courses at Cuban universities as follows:

- a) as a scholarship student
- b) as a self-funded student; or
- c) as a foreign student funded from abroad.

**ARTICLE 3.** The Ministry of Higher Education is the governing body for the supervision and monitoring of the stipulations of these Regulations.

#### **CHAPTER II**

##### **Conditions under which foreign citizens may be admitted to Cuban universities**

**ARTICLE 4.** Foreign citizens may study in universities in the Republic of Cuba as scholarship holders, the branches and specialties that have been granted them by the Ministry of Foreign Affairs and which are included in the Scholarship Plan for the corresponding academic year.

Likewise, foreign citizens may study in universities of the Republic of Cuba as self-funded students as per established policy, for which purpose they may establish the conditions with the corresponding body.

**ARTICLE 5.** To be admitted to under-graduate courses at Cuban universities, foreign citizens must fulfil the following conditions:

- a) be at least 25 years of age; and
- b) possess an educational level equivalent to Cuban pre-university schooling (high school graduation or equivalent)

Students who have graduated from high-school in sciences or arts and letters will preferably enrol in similar programmes. In the case of a different type of high-school graduate, these may only enrol in similar programmes.

**ARTICLE 6.** For admission to the Higher Institute of Art (ISA) and other educational centres having special entrance requisites, the foreign citizen applicant must possess a level of education which precedes the level he/she wishes to take as well as the necessary competency level in the selected specialty; aptitude tests will determine the applicant's competency level.

**ARTICLE 7.** For admission to post-graduate academic programmes, foreign citizens must fulfil the following academic requisites:

**a) For Masters and Speciality Programmes.**

- Submit their duly notarized and officially recognized university degree.
- Submit their curriculum and an official request for admittance to the Programme;
- Be selected by the Programmes Academic Committee.

**b) For PhDs.**

- Submit their duly notarized and officially recognized university degree.
- Submit their curriculum and an official request for admittance to the Programme;
- Take an entrance examination, if necessary;
- Be selected by the Scientific Council of the Academic Unit developing the Programme, which will evaluate the possible thesis subject and will submit it to the Scientific Degree Committee accredited for that purpose.

**ARTICLE 8.** In order to enrol in Cuban universities, foreign citizens who have been authorized scholarship programmes must bring with them the following documents which have been duly notarized by Cuban officials abroad.

- a) Authorized Report Card signed by Cuban diplomatic officials accredited in the country and by the student;
- b) Under-graduate degree, high school graduation certificate or equivalent level and certification of marks received in order to be validated for continuing studies;
- c) Duly notarized Health Certificate including a declaration about not carrying any transmissible diseases especially HIV, as well as not having any debilitating physical or mental impediments that would affect carrying the profession being aspired to, and in the case of females, a certificate attesting to not being pregnant;
- d) 10 1 inch x 1 inch photos;
- e) Duly notarized Police Record Search;
- f) Duly notarized Birth Certificate.

**ARTICLE 9.** Foreigners choosing specialties in music, dance and the visual arts at the Higher Institute of Art must have taken preceding intermediate level courses and they will be asked to take the corresponding entrance examination. In the specific case of the visual arts, they must provide a portfolio of their artistic work.

**ARTICLE 10.** In order to enrol as a foreign student at Cuban Higher Education centres, he/she must appear in the official Ministry of Foreign Affairs lists or submit Form SI-9 (Enrolment Card issued by the Ministry of Higher Education), and submit all the documentation required in each case to the corresponding Higher Education centre.

**ARTICLE 11.** Self-funded foreign applicants must submit proof of admission to the programme issued by the approving body, as well as the payment receipt corresponding to at least 50% of the total for the first year of the programme.

**ARTICLE 12.** Foreign citizens must forward all documents required by the above Article to Cuban diplomatic missions so that they may be examined and declared to be valid, acceptable and notarized, and subsequently returned to the candidate.

**ARTICLE 13.** Foreign citizens will receive, via the same means they requested the scholarship, the answer regarding whether they have completed all conditions for study in Cuba according to the documents submitted and the selection process applied.

**ARTICLE 14.** Foreign citizens fluent in Spanish and directly entering a university programme must arrive in Cuba between August 20 and 30 for the commencement of the school year. Those who must attend the Spanish Language Preparatory Faculty must arrive between September 20 and 30.

### **CHAPTER III**

#### **Regarding courses and discipline for foreign students in Cuba**

**ARTICLE 15.** Foreign students in Cuban universities take the same courses as Cuban students and, therefore, they are obliged to:

- a) take all teaching, academic, scientific and work activity programmes that are outlined in the syllabus; and
- b) participate in the programmed extra-curricular activities with the aim of completing their comprehensive preparation.

**ARTICLE 16.** Cuban universities have Academic and Disciplinary Codes of Behaviour for all Cuban and foreign students. Rights and duties are the same for both.

In the Medical Sciences faculties and the other specialized higher education centres there are specific rules and regulations depending on the type of programme; these are mandatory for all students as long as it doesn't run contrary to this regulation.

**ARTICLE 17.** Foreign students sit for evaluation examinations on the dates scheduled in the school calendar.

**ARTICLE 18.** Requests to repeat an academic course are made for duly justifiable reasons, and they are granted by the body receiving the request or by the educational centre, as long as it is so authorized by the former and as long as due authorization for an extended stay in the country as a temporary resident is made. Authorization for repeating an academic course will not be granted to any student who demonstrates a lack of interest in his/her education, poor conduct, repeated unjustified absences or any other negative attitudes.

**ARTICLE 19.** The Ministry of Higher Education will authorize repeating a course or, on occasion, continuing foreigners' education when they have not passed the preparatory course, only in the case of exceptional circumstance.

**ARTICLE 20.** Programme changes will not be authorized except in exceptional cases that are accurately evaluated.

Authorization for each case is the responsibility of the governing body for each specialty.

**ARTICLE 21.** Cases of misbehaviour by foreign students shall be analyzed by the single university regulation, accommodating the measures taken in a manner that will ensure their educational aim, in concordance with the table of measures and their applications, bearing in mind that the student and his/her family do not reside in Cuba.

**ARTICLE 22.** Whenever it is necessary, due to special factors, to move a foreign student to a different educational centre, this will be carried out following the regulations established by each body.

The Higher Education Centres dispatching and receiving foreign student transfers must immediately communicate this to the Immigration and Foreigner Control authorities in order to update their Identity Document.

**ARTICLE 23.** The State Central Administration bodies, especially the departments for the educational centres, must initiate proceedings for the return of scholarship students to their country of origin at the beginning of the last year of the programme so that they can ensure that the student is able to return 30 days after concluding his/her study programme.

**ARTICLE 24.** At the conclusion of the programme, or once a student has demitted because of illness, misbehaviour, poor academic performance or other reasons, the corresponding body will inform the Ministry of Foreign Affairs and the Department of Immigration and Foreigner Control of the Ministry of the Interior, in order to prepare the student's departure within a term of 30 days.

At the end of the 30 days, scholarship authorization for the student who has demitted or graduated will be revoked. In due course, the following measures will be taken:

- a) notifying the corresponding body so that it may proceed accordingly;
- b) determining the procedure to be taken in each case by mutual accord of the migratory authorities, the Ministry of Foreign Affairs and the State Central Administration bodies, regarding foreign students; and
- c) reducing the numbers of new scholarships granted to the government, organization or institute in the student's place of origin in the same number of demits or graduations of those who have not returned in the time specified.

Until such time as the scholarship student leaves the country, the responsibility taken by the educational centre for all his/her activities cannot be concluded.

**ARTICLE 25.** The educational centre economically and materially supports the scholarship student for all his/her procedures in legalizing original academic records, procuring their copies, migratory procedures and internal transport that must be carried out for departure from the country.

**ARTICLE 26.** Authorization of post-graduate scholarship courses; special requests for course changes; study permits and trips to third countries all require written approval by the accredited Embassy in Cuba, by the family or by the country.

The stipulations of this Article will govern in the case of non-emergency surgery.

#### **CHAPTER IV** **The rights and obligations of foreign students**

**ARTICLE 27.** Foreign students possess the same rights and obligations as Cuban students, and therefore, their basic obligation is to study and to achieve satisfactory results.

**ARTICLE 28.** Foreign students are obliged to:

- a) respect national laws, customs and traditions as well as the standards for coexisting in a society;
- b) comply with rules established for foreign citizens regarding moving around in national territory;
- c) comply with student discipline;
- d) acquire theoretical and practical knowledge in the specialty they are studying, thoroughly and systematically;
- e) observe discipline in study, mandatorily attend lectures, and fulfil the student obligations outlined in the syllabuses and programmes, as well as pass corresponding evaluations within the time periods established;
- f) fulfil the regulations in effect in the educational centres, student residences or other places of residence;
- g) fulfil the stipulations of the directorship of the educational centre;
- h) do not leave national territory without established authorization;
- i) pregnant students return to their country on a leave of absence.
- j) comply with hygiene, health and epidemiological standards according to legislation in effect in Cuba.
- k) mandatorily use the Identity Card as their sole valid document for identification and to perform any type of procedure in their favour while on national territory. Loss of the Identity Card may be sanctioned.
- l) fulfil Customs regulations in effect in the Republic of Cuba

Likewise, they must abstain from forming associations or organizations that are not authorized by Cuban law, from participating in any activity or publish and distribute propaganda that is counter to the political, economic, military or any other interest of the Cuban State, or that may adversely affect the relationship existing between the Republic of Cuba and their country or organization, or the Republic of Cuba and other states or international organizations or institutions.

**ARTICLE 29.** Mobility of foreign students, within national territory, must be subject to strict controls in all cases.

The foreign student is obliged to request authorization by the International Relations Department or by the official who is responsible for attending to foreign students for any departure from his centre to another province or territory that would imply an over-night stay outside of the Student Residence. He/she must communicate the address and telephone number of the place where he/she will be staying. The student must carry the authorization document emitted by the CES.

In order for an institution to receive students, this must be previously coordinated by the CES authorities at the location corresponding to the student.

In the instances that a bus from the same centre is being used or under the responsibility of that centre, the CES Department must ensure that transportation is carried out meeting all mandatory national safety standards regarding group transportation. An official or student must be put in charge of each bus.

**ARTICLE 30.** Any student who does not comply with the duties stipulated in this Chapter will have his/her rights to continue his/her education in the Republic of Cuba revoked. In serious cases, the student will be expelled from national territory according to the laws in effect.

**ARTICLE 31.** Foreign students have the right to:

- a) enjoy all the advantages offered by the Cuban educational system
- b) participate in teaching and scientific work at the teaching centres, as well as in the movement of student assistants, as well as in work practices
- c) participate in sports and cultural groups
- d) have their national emblems and use them to celebrate their national holidays in coordination with the directorship of their educational centre, student residence or place of residence
- e) enjoy the assignment of materials by the government, in the case of scholarship students, that are being assigned to the Cuban students, as well as those specific to the foreign scholarship students
- f) enjoy, in the case of scholarship students, free medical and stomatological services; and
- g) sign, in the case of self-funded students, an insurance policy to cover medical and stomatological services, or otherwise, pay for the services directly, as they are used.

Foreign students may join the FEU (Federation of University Students) and take part in its activities.

**ARTICLE 32.** Foreign students may organize themselves in groups according to their nationality at their educational centres, functioning closely with the teaching authorities and student organizations, in order to:

- a) contribute to complying with the syllabus and to obeying the code of behaviour;
- b) give academic support to students having academic difficulties;
- c) look after the participation of students in the educational project (monthly pedagogic group)
- d) contribute to the solution of any other student related problems.

e) celebrate the foreign students' historical and national days and anniversaries in coordination with the University Institution and its organizations, such as ICAP (Cuba Institute for Friendship with the People)

**ARTICLE 33.** The foreign students' expenses for international fares during the vacation period are not paid for by the Cuban side. Students are obliged to return to the country by the date fixed at the beginning of the school calendar.

**ARTICLE 34.** The following material and financial conditions govern the reception and attention given to foreign scholarship students:

- a) the cost of the fare to Cuba and from Cuba to the country of origin will be paid by the foreign side;
- b) they will receive a monthly stipend in National Currency from the time they are admitted to the educational centre until the time they definitively return to their country of origin, according to the stipulations;
- c) the educational centres will only ensure living quarters for unmarried students, therefore spouses, relatives or other accompanying persons are not permitted to stay in the student residences;
- d) the scholarship consists of lodging, meals and courses, just as it is offered to Cuban scholarship students;
- e) In the case of death, Cuba will assume the funeral expenses if it takes place in our country; if the funeral takes place outside of Cuba, the government, organization or institution that sent the student will assume all expenses, along with transportation of the deceased;
- f) for students becoming pregnant, they shall be granted a Leave and will be returned to their country of origin, and they shall cover their own travel expenses. If the pregnancy is covered up, this will constitute just cause for cancellation of the scholarship;
- g) for the self-funded foreign students, conditions and materials are agreed upon by mutual accord.

Those who arrive after commencement of the school year will not receive the stipend for the time they were absent from the educational centre.

**ARTICLE 35.** Foreign scholarship students will be charged in National Currency for various services such as local and inter-provincial land and sea transportation, recreational, sports and cultural activities.

As an exception, foreign scholarship students may benefit from being charged in National Currency for notary, Civil Registry, migratory and other services that may so be determined, following the procedures governed by the competent authorities and by the Ministry of Finances and Prices.

Likewise, foreign scholarship student offices belonging to the receiving institutions may, as an exception, request authorization from the Civil Aeronautics Institute of Cuba for the scholarship student to pay for airfares within national territory in National Currency, whenever it is appropriate as a result of justifiable causes.

Matters included in this article do not include self-funded students.



**ARTICLE 36.** The following conditions must be fulfilled in order for the foreign students to be received in Cuba:

- a) Selected students must possess a valid passport for their entry and stay in Cuba, duly provided with a Visa issued by the Cuban Embassy or Consulate;
- b) Scholarship student Visas will be authorized by the Ministry of Foreign Affairs and issued by the Bureau for Immigration and Foreigner Control of the Ministry of the Interior. In the case of self-funded students, their Visas shall be authorized by the Bureau for Immigration and Foreigner Control;
- c) the educational centres will receive the stipulated documentation, as presented by each student, and subsequently they will be responsible for duly notarizing this in the Ministry of Foreign Affairs and having it acknowledged by the Ministry of Education.

**ARTICLE 37.** Scholarships authorized by Cuba for university degree courses include an additional year for learning the Spanish language in the case on non-Spanish speaking students. Teaching the Spanish language is the responsibility of the Preparatory Faculties of the Ministry of Higher Education and of the other bodies belonging to the State Central Administration which have created the necessary conditions to this effect.

At the end of the degree course, students who have passed will receive a Certificate attesting to the courses taken.

**SPECIAL REGULATIONS:**

**FIRST:** The rules established by this Regulation will be applied to Cubans Residing Abroad authorized to study in Cuba.

This Regulation is applicable to foreign students taking specialized courses and intermediate courses at our educational centres.

**SECOND:** This Regulation does not apply to the foreign scholarship students of the Ministries of the Revolutionary Armed Forces (FAR) and the Interior; these shall be governed by regulations established by said bodies for that purpose.

**THIRD:** To leave without effect Ministerial Resolution No. 125 of September 13, 1999, along with any legal regulations, of either equal or inferior ranking, in conditions which are contrary to stipulations in this Regulation.

**FOURTH:** This Regulation enters into effect as of September 1, 2007.

To be published in the Official Gazette of the Republic.

GIVEN in Havana, on the 18<sup>th</sup> day of the month of July, 2007. "Year 49 of the Revolution".

(signed) Dr. Juan Vela Valdés, Minister of Higher Education  
Tania Correa Pablos LLB., Legal Advisor. Ministry of Higher Education.

**CERTIFY:** That this document is a true and exact copy of the original of the Resolution No. 186, signed on the 18<sup>th</sup> day of the month of July, 2007 by the Minister of Higher Education, placing in effect the **RULES AND REGULATIONS FOR FOREIGN STUDENTS IN CUBAN EDUCATIONAL CENTRES**, the original of which is filed in the Legal Department of this Ministry.

This is a true translation.

**OFFICIAL TRANSLATION:** Equipo de Servicios de Traductores e Intérpretes (ESTI)