

الطب البشري

KUWAIT INSTITUTE FOR MEDICAL SPECIALIZATIONS

MOH SCHOLARSHIP GUIDE FOR MEDICAL DOCTORS IN KUWAIT

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1. INTRODUCTION & OVERVIEW

External scholarships are a cornerstone of Kuwait's strategy for healthcare development. By sponsoring Kuwaiti doctors to pursue advanced training, fellowships, and specialized degrees at premier international institutions, the Kuwait Institute for Medical Specializations (KIMS) ensures that returning professionals are well-equipped with the latest global practices.

This guide is based on the Scholarship and Study Leave Regulations for Doctors (Ministerial Resolution No. 51 of 2017) and the Civil Service Commission (CSC) regulations. It is designed to assist prospective applicants through every stage of the process.

For inquiries, do not hesitate to get in touch with the Scholarship Office at scholarship@kims.org.kw

2. APPLICATION PROCESS & REQUIREMENTS

ENTITIES INVOLVED

A. KUWAIT INSTITUTE FOR MEDICAL SPECIALIZATIONS (KIMS)

- The organization oversees the scholarship and professional development of Kuwaiti doctors.
- Signs cooperation agreements with universities and international centers.
- Approve training programs and review curricula to ensure they meet required standards.
- It encompasses the **Scholarship Office**, which oversees doctors sponsored locally and abroad.

B. SCHOLARSHIP OFFICE AT THE KUWAIT INSTITUTE FOR MEDICAL SPECIALIZATIONS

- **Receiving Applications & Verification:**
 - Receives scholarship and study leave applications from doctors and verifies all required documents and conditions.

- A copy of the passport.
- A personal photograph (6x4).
- A letter for determining job level from the employer, including:
 - The CV from the affiliated health region,
 - A "To Whom It May Concern" certificate,
 - A statement of employment status.
- A Curriculum Vitae (C.V) in English.
- A copy of the basic academic qualification certificate (in English).
- A copy of the detailed transcript for the basic academic qualification (in English).
- A copy of the university degree equivalency for those who obtained their degree outside Kuwait.
- A copy of the training year report (in English).
- Three recommendation letters.
- A Letter of Intent for doctors wishing to contact the Cultural Office in Washington for acceptance in Canada or the United States of America.
- A copy of the language proficiency certificate for the destination country (TOEFL – IELTS).
- A copy of the proof of passing the medical assessment exam for the destination country:
 - **Canada:** Canadian Medical Council Qualifying Examination (MCCQE).
 - **United States of America:** USMLE (Step 1 and Step 2).
 - **Saudi Arabia:** The Comprehensive Exam (SCLE).
 - **Qatar:** USMLE / MCCQE1.
 - **United Kingdom:** MRCP 1 / MRCS 1 and GMC Registration.
- A copy of the acceptance letter for doctors wishing to study in Saudi Arabia.
- A copy of the acceptance letter for doctors wishing to study in Qatar.

3. PROGRAM DETAILS & PROVISIONS

A. RESIDENCY TRAINING PROGRAMS

All residency training programs must be pre-approved and accredited by KIMS. Recognized programs include:

- **Canada:** Under the Royal College agreement. Timelines begin in March with application submissions in July. (Note: Special procedures apply for the University of British Columbia and the University of Manitoba.)
- **The United Kingdom:** Under the Health Education England/University Hospitals Birmingham (UHB) agreement. Requires specified work experience and full GMC registration; the application window lasts one month.
- **The United States:** KIMS provides documentation support. Requirements include passing USMLE Step 1 and Step 2, plus obtaining ECFMG certification.
- **Saudi Arabia:** Applications are managed via the SCFHS portal, with certain programs requiring an entrance exam.
- **Qatar:** Accredited by Hamad Medical Corporation, with detailed procedures regarding clinical examinations and language proficiency.

CANADA

- In March, KIMS will reach out to 10 Canadian universities to inquire about available specialties for Kuwaiti applicants. The postgraduate offices of these universities will work with program directors throughout March and will provide KIMS with a list of open residency specialties for Kuwaiti candidates in April and May.

- **Coordination & Accreditation:**
 - Coordinates approval of training institutions with specialized colleges and relevant authorities.
- **Monitoring Agreements & MOUs:**
 - Maintains and ensures the validity and renewal of these agreements.
- **Following up on sponsored doctors and performance reports:**
 - Review academic and professional reports.
- **Record Management:**
 - Maintains and creates a comprehensive database of all sponsored doctors.
- **Preparing Periodic Reports:**
 - Submits statistics and data to the Assistant Secretary-General of KIMS.
- **Communication:**
 - Through the following email address: scholarship@kims.org.kw.

C. CIVIL SERVICE COMMISSION (CSC)

- Responsible for the financial and administrative regulations regarding scholarships and study leaves for government employees.
- Issues final scholarship decisions or approvals.
- Monitors the sponsored doctors' commitment to serving their employers after returning by the stipulated service period.

D. EMPLOYER (MINISTRY/HOSPITAL/PUBLIC HEALTHCARE SECTOR)

- Issues the scholarship decisions in coordination with the Civil Service Commission.
- Follows up on the doctor's administrative status during the study period and receives their final report upon return.

ELIGIBILITY REQUIREMENTS FOR SCHOLARSHIP APPLICANT

1. Applicants must be Kuwaiti nationals.
2. Candidates must have completed the introductory training period
3. A valid license to practice medicine is required.
4. Applicants should not be currently enrolled in any specialized training programs at the institute.
5. Doctors who have previously withdrawn from the institute's specialized training programs are ineligible to apply for study scholarships unless at least one year has passed since their withdrawal date.
6. All applicants must comply with the rules and regulations established by the Scholarship Administration. This includes ensuring that they have not been previously sponsored and that any past scholarships they received did not end in cancellation.
7. Applicants must successfully pass the medical assessment exam for the country where they are seeking sponsorship.
8. If required by the study program, applicants must also pass a language proficiency exam (TOEFL or IELTS).
9. It is necessary to inform the institute in the event of a workplace transfer before, during, or after the completion of the scholarship.
10. Sponsored candidates must commit to working with the Ministry of Health upon their return for a duration equivalent to the length of the study scholarship.

REQUIRED DOCUMENTS

- A copy of the civil ID.

- **Letter of Intent**
 - Attach a letter of intent outlining your academic and professional goals, and explaining your motivation for pursuing the program.
- **Language Proficiency Certificate**
 - Submit evidence of English language proficiency through standardized test results (e.g., TOEFL or IELTS) as specified by the program's requirements.
- **Medical Licensing Examination Results**
 - Provide documentation of your results from the relevant medical licensing examinations (e.g., USMLE or MCCQE) where applicable.
- **Additional Supporting Documents**
 - Include any other documents that may support or strengthen your application.

For further inquiries or to request additional forms, please contact the Scholarship Office at:

Email: scholarship@kims.org.kw

C. SPECIAL FORMS

SPONSORSHIP LETTERS

- The Scholarship Office can provide sponsorship letters to facilitate applications for:
 - Residency programs
 - Master's degrees
 - PhD programs
 - Fellowships
- All required forms must be filled out and signed at the Scholarship Office, located on the 6th floor of the KIMS building.
- Candidates accepted into residency programs must complete a confirmation form upon accepting their offer. This form is available at the Scholarship Office or via email at scholarship@kims.org.kw.

REQUEST TO CONTACT THE CULTURAL OFFICE IN WASHINGTON.

- Doctors can submit a request to contact the Cultural Office in Washington to help secure acceptance for board certification or for a fellowship in the United States or Canada. This process is carried out by filling out a special form, which can be obtained from the scholarship office or by corresponding via email at scholarship@kims.org.kw for academic matters.

D. TERMS & CONDITIONS

- Applicants must be Kuwaiti nationals and hold a valid license to practice.
- Concurrent enrollment in another specialized training program is not permitted.
- Final approval is contingent upon obtaining a visa for the destination country.
- Sponsored doctors must commit to serving with the Ministry of Health for a period equivalent to the duration of the scholarship upon their return.

- Language proficiency requirements:
- Achieve an IELTS score of at least 7.5 overall, with a minimum of 7 in each component, or obtain an equivalent OET result with a minimum grade of B overall and B in each component.
- Applicants must hold a full GMC registration.
- HEE/UHB reserves the right to accept or reject any application.

THE UNITED STATES

- Applications for residency in the United States are not coordinated by KIMS. However, the Scholarship Office will supply candidates with all necessary documentation to support their applications.
- **Applications process**
 - The candidate must have passed the USMLE examinations (Step 1 and Step 2). Visit the following website to apply: www.usmle.org
 - Obtain ECFMG certification (www.ecfm.org/certification)
 - Apply via the following website: <https://myeras.aamc.org/myeras-web/#/landing> and register with the National Resident Matching Program: www.nrmp.org (this usually occurs between June and the beginning of September)
 - Interviews would be offered via the US universities (October to February), and should the applicant get an acceptance after the Match, then they should contact the Cultural office for a sponsorship letter (Match usually occurs in March)
 - Once the candidate gets accepted, proceed to the scholarship department at KIMS and notify the cultural office at the Embassy of Kuwait in Washington, D.C.

SAUDI ARABIA

- Applications for residency in Saudi Arabia are not coordinated by KIMS. However, the Scholarship Office will supply candidates with all necessary documentation to support their applications.
- **Applications process**
 - Create an Account on the SCFHS Portal
 - Visit the Official Website: Go to the Saudi Commission for Health Specialties (SCFHS) website at <https://www.scfhs.org.sa>.
 - Registration: Set up your account on the SCFHS portal, which serves as the central hub for all residency-related communications and applications.
 - Submit Your Application
 - Application Form: Log in to your SCFHS account and complete the residency application form available on the portal.
 - Document Upload: Upload all required documents
 - Register for Required Examinations
 - Examination Requirement: Some residency programs require applicants to pass an exam (such as the Saudi Medical Licensing Examination, SMLE).
 - Exam Registration: If applicable, register for the exam via the SCFHS portal. For details on the examination process and scheduling, visit the SCFHS Examination Information page.
 - Fees: Complete any necessary fee payments as part of the registration process.
 - The Selection Process
 - Evaluation: Your application will be evaluated by the SCFHS. This may include a review of your academic and professional credentials, and in some cases, an interview or additional assessments depending on the specialty.

- Notification: Monitor your SCFHS account and email for updates regarding interview dates, assessment results, and further instructions.
- Acceptance and Finalization
 - Offer of Admission: If selected, you will receive an official offer from the residency program.
 - Final Steps: Accept the offer by following the provided instructions, complete any additional documentation, and finalize your residency placement.
 - Orientation: Attend any mandatory orientations or briefings as required by the program.
- Additional Resources and Links
 - SCFHS Main Portal: <https://www.scfhs.org.sa>

Be sure to check the SCFHS website regularly for any updates or changes to the process.

QATAR

Hamad Medical Corporation Accreditation and Approved Specialties

Hamad Medical Corporation has been accredited as a destination for obtaining board certification. The approved specialties include:

- | | |
|-----------------------------|-------------------------------------|
| • Anatomic Pathology | • Family Medicine |
| • Obstetrics and Gynecology | • Preventive and Community Medicine |
| • Anesthesiology | • General Surgery |
| • Ophthalmology | • Psychiatry |
| • Dermatology | • Internal Medicine |
| • Orthopedics | • Transitional Year |
| • Diagnostic Radiology | • Neurology |
| • Otolaryngology | • Urology |
| • Emergency Medicine | • Neurosurgery |
| • Plastic Surgery | |

ELIGIBILITY AND REQUIREMENTS

- Candidates must meet the following prerequisites:
 - **Clinical Examinations:** Successful completion of the required clinical examinations (e.g., USMLE, IFOM, or MCC).
 - **English Language Proficiency:** Demonstrated proficiency in English through an approved examination such as TOEFL, IELTS, or OET.
 -

APPLICATION PROCESS

- Ensure you meet all eligibility criteria, including passing the required clinical examinations and obtaining a valid English language proficiency score.
- Gather all necessary documentation, such as exam results, academic credentials, and identification.
- Application Submission:
 - Complete and submit your application via the designated online portal as directed by Hamad Medical Corporation.

- Follow any additional instructions provided on the official website regarding document submission.
- Evaluation and Interview:
 - Your application will be thoroughly reviewed by the selection committee.
 - Shortlisted candidates will be invited for an interview to further assess their qualifications.
- Offer and Acceptance:
 - Successful candidates will receive an official offer of admission.
 - Upon accepting the offer, candidates will be guided through the enrollment process and provided with information on orientation and the next steps.
- Essential Resources and Links
 - Hamad Medical Corporation Official Website: <https://www.hamad.qa/>
 - Residency Program Information: Please refer to the residency section on the Hamad Medical Corporation website for detailed information on specialties, application deadlines, and additional requirements.

Be sure to consult the official resources for the most current information and updates.

B. OTHER SPONSORED PROGRAMS

- **Non-Clinical (Academic) Specialties:**
 - Master's programs (typically 3 years) and PhD programs (4 years, extendable by 1 year) with full salary and financial allowances. PhD and Master's tracks focus primarily on public health specialties.
- **Fellowship:**
 - Require pre-approval by KIMS faculty.

FELLOWSHIP, DOCTORATE, AND MASTER'S PROGRAM APPLICATION PROCESS

- Pre-approval by the dedicated faculty at KIMS is mandatory before any scholarship can be awarded.
- Fellowship opportunities are available for all medical specialties once residency is complete or near completion.
- PhD and Master's programs are exclusively offered for public health specialties.
- Applicants are required to submit the following documents as part of the application process:
 - **Application Form**
 - Complete the official application form as provided by the Scholarship Office.
 - **Curriculum Vitae (CV)**
 - Provide an updated CV detailing your academic background and professional experience.
 - **Academic Certificates**
 - Include copies of all relevant academic certificates (e.g., primary medical degree, postgraduate qualifications).
 - **Detailed Academic Transcript**
 - Submit a complete transcript of your academic records.
 - **Work Experience Documentation**
 - Provide a certificate or letter verifying your work experience in the medical field (if applicable).
 - **Internship/Residency Completion Certificate**
 - Submit proof of having completed your internship or residency training.
 - **Medical License**
 - Include a valid copy of your license to practice medicine.
 - **Recommendation Letters**
 - Provide the required number of recommendation letters from professionals in the field.

4. RESPONSIBILITIES & POST-SCHOLARSHIP PROCEDURES

A. DURING THE SPONSORSHIP PERIOD

- **Full-Time Commitment:**
 - Maintain full-time engagement in the sponsored program; no additional work is permitted unless approved by KIMS and CSC.
- **Compliance:**
 - Adhere to host country laws, university regulations, and the guidelines set by the respective medical council.
- **Reporting:**
 - Submit periodic academic progress reports as required by the Scholarship Office.
- **Leave Coordination:**
 - Coordinate any planned annual or sick leave with both the employer and the Scholarship Office to ensure training continuity.

B. RETURN PROCEDURES

- **Certificate Authentication:**
 - Obtain certificate authentication through the Kuwaiti Embassy in the host country and submit all verified documents to KIMS and CSC.
- **Final Reporting:**
 - Submit a final academic or research report (both hard copy and electronically sent to scholarship@kims.org.kw).
- **Career Integration:**
 - Integrate into the Ministry of Health's strategic plans for career development upon return.

5. APPENDICES & ADDITIONAL RESOURCES

CONTACT INFORMATION:

- For further inquiries, please contact the Scholarship Office at scholarship@kims.org.kw.
- **Document Revision:**
 - Last Updated: Feb 2025
- **Additional Forms & Checklists:**
 - Available upon request via email.

- By the end of June or the beginning of July, KIMS will announce the application process through its official website, social media channels, and local newspapers. Applicants will have approximately one month to submit their applications via the KIMS website: <http://www.kims-scholarship.com>. It is important to note that some universities require candidates to apply directly through their own websites.
- All applications will be thoroughly reviewed by KIMS to verify eligibility before being submitted on August 1st. In September, Canadian universities will communicate directly with candidates who have been offered interviews. Applicants will receive acceptance offers from Canadian universities in October.
- Once an offer is signed, the candidate will proceed to KIMS to initiate the scholarship paperwork, a process that is also coordinated through the Civil Service Commission (CSC).
- **Please note: Applications for the University of British Columbia and the University of Manitoba must be submitted via the KIMS office, which will then forward them to the Cultural Office at the Kuwaiti Embassy in Washington, as they handle communication with these two universities. All other 10 universities have a direct agreement with KIMS.**

REQUIREMENTS

- Passed the MCCQE1 exam
- <https://www.mcc.ca> to apply for the examination
- Proof of English proficiency (IELTS, CELPIP, OET) – required by some universities
- Letters of Intent describe personal and scientific achievements, specific experiences and electives related to the discipline, and the aim and rationale for wishing to join the specific residency training program at EACH university to which you would like to apply.
- CANDIDATES CAN ONLY APPLY TO THE SAME SINGLE SPECIALTY THROUGHOUT ALL THE UNIVERSITIES (INCLUDING MCGILL, BRITISH COLUMBIA, MANITOBA). AND MUST CHOOSE ONLY ONE SPECIALTY TO APPLY TO.

THE UNITED KINGDOM

Health Education England/University Hospitals Birmingham

- April: KIMS will contact University Hospitals Birmingham (UHB) to request available specialties for Kuwaiti applicants.
- Late May/Early June: KIMS will announce the application process via its official website, social media channels, and local newspapers.
- Applicants will have approximately one month to submit their applications through the KIMS website (www.kims-scholarship.com).
- Review Process:
 - All applications will be thoroughly reviewed by KIMS to verify eligibility before submission for final approval by UHB.
- UHB will communicate interview dates and the program's starting date directly to the candidates.
- The final decision will be delivered to candidates directly.

REQUIREMENTS

- At least two years of work experience if their primary medical qualification was obtained in the UK or Ireland.
- Three years of work experience if they graduated from any other region.
- Work experience requirements include:
 - An internship year.
 - At least one uninterrupted 12-month period of continuous practice.