

ACADEMIC ZONE ACADEMIC REGULATIONS

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Note:

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Preamble

1. The Ras Al Khaimah Economic Zone - Academic Zone (RAKEZ AZ) has made these Academic Regulations pursuant to its powers in relation to the Academic Zone.
2. These Academic Regulations shall be referred to as the RAKEZ AZ Academic Regulations.
3. These Academic Regulations shall come into force on January 16, 2019 and shall replace any previous regulations or guidelines in relation to the Academic Zone relating to higher education institutions only.
4. These Academic Regulations may be amended or supplemented by the Ras Al Khaimah Economic Zone - Academic Zone from time to time.

Definitions

5. In these Regulations the following definitions shall apply:

Academic Zone means the Ras Al Khaimah Economic Zone - Academic Zone;

Academic Regulations means the Academic Regulations issued by RAKEZ AZ on January 16, 2019 as amended from time to time and any supporting regulations, resolutions, orders, decisions, policies and guidance documents issued by RAKEZ AZ from time to time;

Educational Licence means the licence issued by the Competent Authority;

Competent Authority means the licensing authority of a Free Zone, including, in relation to the Academic Zone, the Ras Al Khaimah Economic Zone Authority – Licensing Division;

Education Institution means a private education institution or a branch of an education institution based in or outside the United Arab Emirates, which RAKEZ AZ grants an HEI Permit to provide education or training activities within or from the Free Zone;

HEI means an Higher Education Institution licensed or to be licensed in a Free Zone as a higher education institution carrying out higher education activities;

HEI Permit means the permit issued by RAKEZ AZ which grants academic authorization to the Education Institution to carry on its education or training activities within or from the Free Zone;

Emirate means the Emirate of Ras Al Khaimah, unless specified otherwise;

Exempted Institution means an Education Institution that is approved by RAKEZ AZ, having achieved the minimum exempted institution standards determined by RAKEZ AZ from time to time in accordance with these Academic Regulations;

Free Zone means any established free zone or any free zone to be established in the Emirate of Ras Al Khaimah, including the Academic Zone;

Free Zone Company means any company incorporated in a Free Zone, including a FZ LLC;

FZ LLC means a limited liability company incorporated in the Academic Free Zone;

Inspectors means persons appointed by RAKEZ AZ, who are under its control and supervision, to monitor and inspect Education Institutions for compliance with the provisions of these Regulations and the quality assurance standards adopted by RAKEZ AZ from time to time;

RAK means the Emirate of Ras Al Khaimah, UAE;

RAKEZ AZ means the Ras Al Khaimah Economic Zone - Academic Zone –and

UAE means the United Arab Emirates.

Licensing

6. All Education Institutions incorporated, established or operating in a Free Zone, and any person carrying out the activities of an Education Institution, must first obtain a Higher Education Institution (HEI) Permit from RAKEZ AZ in accordance with the requirements and procedures set out in these Academic Regulations.
7. RAKEZ AZ may grant a Higher Education Institution (HEI) Permit to establish an Education Institution in the Free Zones to:
 - a) a Free Zone Company;
 - b) a branch of a foreign educational institution;
 - c) a branch of a foreign education company; and
 - d) a branch of an educational institution or education company incorporated in an Emirate of the UAE.
8. If the applicant for a Higher Education Institution (HEI) Permit is a Free Zone Company, the following conditions must be met:
 - a) it must be duly incorporated in a Free Zone and have its main activity in the Free Zone;
 - b) its shareholders must comply with the laws and regulations of that particular Free Zone in respect of their shareholdings;
 - c) its licensed activity must be the provision or development of education or training activities, or any related activities, and must detail the exact type of Education Institution, based on prescribed activities set by RAKEZ AZ;

- d) it has a minimum paid up share capital as prescribed by RAKEZ AZ from time to time;
 - e) it must be capable of financing the establishment and operations of the Education Institution in accordance with the standards and requirements set out in this Regulation and any other decisions, orders, policies and procedures prescribed by RAKEZ AZ from time to time; and
 - f) the shareholders of the Free Zone Company must appoint an individual as its authorized representative to handle the Education Permit application, liaise with RAKEZ AZ and oversee the incorporation of the Free Zone Company. Such authorized representative must meet the following conditions:
9. The individual must:
- a) be not less than 21 years of age;
 - b) be fully competent and have full legal capacity;
 - c) be of good conduct;
 - d) not have been convicted of any felony; and
 - e) not have been convicted of any misdemeanour affecting his honour, integrity, public morals or dishonesty, unless he has been rehabilitated or reinstated pursuant to the law.
10. If the applicant for a Higher Education Institution (HEI) Permit is a foreign educational institution, the following conditions must be met:
- a) it must be accredited as an educational institution in its country of origin;
 - b) it must be of good standing and have been in existence in its country of origin for more than 10 years;
 - c) the application must be for the establishment of a branch of a foreign educational institution in a Free Zone;
 - d) it must be capable of financing the establishment, by self or partner with a local infrastructure service provider (ISP), and operations of the education institution in accordance with the standards and requirements set out in these Academic Regulations and any other decisions, orders, policies and procedures prescribed by RAKEZ AZ from time to time; and
 - e) It must appoint an individual as its authorized representative to handle the Education Permit application, liaise with RAKEZ AZ and oversee the establishment of the branch in the Free Zone. Such authorized representative must meet the following conditions:
 - i. be not less than 21 years of age;
 - ii. be fully competent and have full legal capacity;
 - iii. be of good conduct.
 - iv. not have been convicted of any felony; or
 - v. not have been convicted of any misdemeanour affecting his honour, integrity, public morals or dishonesty, unless he has been rehabilitated or reinstated pursuant to the law.
11. If the applicant for an Education Permit is an educational institution or education company incorporated in an Emirate of the UAE, the following conditions must be met:
- a) it must be accredited as an educational institution by the Ministry of Education or the relevant government education regulator in that Emirate;
 - b) it must be of good standing;
 - c) the application must be for the establishment of a branch of an educational institution in a Free Zone; and

- d) it must be capable of financing the establishment, by self or partner with a local infrastructure service provider (ISP), and operations of the education institution in accordance with the standards and requirements set out in these Academic Regulations and any other decisions, orders, policies and procedures prescribed by RAKEZ AZ from time to time.
12. It must appoint an individual as its authorized representative to handle the Education Permit application, liaise with RAKEZ AZ and oversee the establishment of the branch in the Free Zone. Such authorized representative must meet the following conditions:
 - a) be not less than 21 years of age;
 - b) be fully competent and have full legal capacity;
 - c) be of good conduct.
 - d) not have been convicted of any felony; or
 - e) not have been convicted of any misdemeanour affecting his honour, integrity, public morals or dishonesty, unless he has been rehabilitated or reinstated pursuant to the law.

Application for a Higher Education Institution (HEI) Permit

13. An application for a Higher Education Permit shall be submitted to RAKEZ AZ together with all supporting documents required in a manner compliant with the process and procedures prescribed by RAKEZ AZ from time to time.
14. The conditions, process, procedure and documentary requirements to obtain a Higher Education Permit for specific education and training activities, including those of Early Learning Centers, Schools, Training Institutes and Higher Education Institutions shall be prescribed by RAKEZ AZ from time to time.
15. The application and supporting documents shall be reviewed by RAKEZ AZ to ensure that the conditions and specifications set out in these Academic Regulations have been complied with.
16. RAKEZ AZ may conduct field visits to verify that the proposed premises of the Education Institution comply with the requirements of RAKEZ AZ from time to time.
17. RAKEZ AZ shall endeavor to notify the applicant of its decision to accept or reject the application by way of a registered letter within (60) days from the date of submission. If the applicant does not receive notice by this date the application shall be deemed to have been rejected.
18. If an application is rejected, or is deemed rejected, an applicant may register a complaint with the Chairman by submitting written details of his complaint to RAKEZ AZ.
19. If an application is approved, RAKEZ AZ shall issue a Higher Education Permit to the applicant to establish the Education Institution.
20. An Education Permit shall be personal to the Education Institution, and it shall not be assigned to third parties except with the prior written approval of RAKEZ AZ. If the Education Institution is a body corporate or other form of legal entity capable of having its ownership transferred, no such transfer shall take place until and unless RAKEZ AZ has approved the transfer and the new owners of the Education Institution have submitted an application with supporting documents as requested by RAKEZ AZ from time to time.
21. In the event of a change in ownership of an Education Institution without prior approval from RAKEZ AZ, RAKEZ AZ may, in its absolute discretion,
 - a) cancel the Education Permit and order the closing of the Education Institution pursuant to Regulation (37);

- b) put the Education Institution on probation for a defined period time and order the Education Institution to rectify the breach, pursuant to Regulation (41); or
- c) impose such conditions or restrictions on the Education Institution pursuant to Regulation (46), including issuing an order placing the management and finances of the Education Institution under the control of RAKEZ AZ.

Renewal

- 22. An Education (Licence) / Permit must be renewed annually.
- 23. Three months before the expiry of the Education (Licence) / Permit, the Education Institution must submit an application to renew its Education (Licence) / Permit. The application shall be in the form as prescribed by RAKEZ AZ from time to time with any supporting documents as may be requested by RAKEZ AZ.
- 24. Any delay in submitting an application for the renewal of an Education (Licence) / Permit shall be subject to penalties and sanctions as prescribed by RAKEZ AZ.

Exempted Institution

- 25. On the third consecutive renewal of the Education Permit, an Education Institution may apply to RAKEZ AZ to become an Exempted Institution.
- 26. RAKEZ AZ shall prescribe minimum Exempted Institution standards from time to time.
- 27. RAKEZ AZ shall, or shall arrange for a third party authorized by RAKEZ AZ to, inspect and evaluate the Education Institution against the minimum Exempted Institution standards.
- 28. Exempted Institutions shall be valid for a period not exceeding five years. Exempted Institution status shall be renewable provided that the Education Institution continues to meet the minimum requirements for Exempted Institutions.
- 29. RAKEZ AZ may grant an Education Institution which obtains Exempted Institution status certain exemptions from the requirements imposed on Education Institutions under these Academic Regulations or other rules and regulations prescribed by RAKEZ AZ from time to time.

Amendments to an Education Institution

- 30. Any changes to the Education Institution shall require the prior written approval of RAKEZ AZ.
- 31. An Education Institution shall submit a written request to RAKEZ AZ to amend or update its Education Permit in the following circumstances:
 - a) change of name;
 - b) change of Educational Licence holder;
 - c) change of shareholder if the Education Institution is a Free Zone company;
 - d) change of location;
 - e) any change to the physical premises of the Education Institution;
 - f) expansion or reduction of the Education Institution;
 - g) change of curriculum;
 - h) change in courses offered, cancellation of courses, provision of additional courses;
 - i) change of activity;
 - j) addition of activity;
 - k) change of fees;
 - l) change of Manager; and

- m) the above list is not exhaustive, and any change or update or amendment to the Education Institution or the Education Permit shall require the approval of RAKEZ AZ.

Permit Cancellation, Probation and Supervision Order

Voluntary Cancellation

32. The following may apply to RAKEZ AZ for cancellation of an Education Institution's Education Permit:
- a) the Education Institution;
 - b) the parent, if such Education Institution is a branch of an existing foreign or UAE education institution; or
 - c) the shareholders.
33. An Education Institution may not cease its activities unless it obtains the prior written consent of RAKEZ AZ.
34. An Education Institution shall not commence cancellation of its Educational Licence with the Competent Authority nor any other relevant authorities, nor notify staff, students or third parties of the closing of the Education Institution, prior to obtaining the consent of RAKEZ AZ.
35. RAKEZ AZ may impose conditions on the Education Institution and its shareholders relating to the closing of the Education Institution and cancellation of its Education Permit.
36. The conditions, requirements, process and documentary requirements for the cancellation of an Education Permit and the closing of an Education Institution shall be prescribed by RAKEZ AZ.

Authority ordered cancellation

37. RAKEZ AZ may cancel an Education Permit and order the closing of an Education Institution at any time, subject to the provisions of this Regulation, if the Education Institution:
- a) breaches these Academic Regulations;
 - b) operates in contravention of its Education Permit, Educational Licence or any conditions imposed by RAKEZ AZ;
 - c) prevents RAKEZ AZ or its Inspectors from conducting routine or surprise inspections, not assisting the Inspectors in their inspection, not providing information or access to documents, registers, files required by the Inspector to undertake the inspection;
 - d) has not allowed RAKEZ AZ or its Inspectors access to the premises of the Education Institution;
 - e) has violated the law of the UAE, the principles of Islam, traditions and customs of the UAE, or UAE policy and security;
 - f) has violated public morals or decency;
 - g) has committed an act, or failed to act which, in the opinion of RAKEZ AZ may be detrimental to the students, staff or public;
 - h) operates from premises that are unfit for an Education Institution or which pose a threat to the health, safety or well-being of students or staff;
 - i) has provided misleading or inaccurate information to RAKEZ AZ, students, staff or the public at any time;
 - j) no longer meets the minimum criteria for an Education Institution set out in these Academic Regulations;

- k) has failed to begin carrying out activities to which the Education Permit relates, within 90 days of issuance of the Education Permit, or within such other time as RAKEZ AZ may determine;
 - l) has ceased to carry out activities to which the Education Permit relates;
 - m) if the Education Institution or its shareholder(s) have transferred or assigned legal or beneficial ownership or any benefit of the Education Institution or control over its operations or decision making to a third party without the approval of RAKEZ AZ;
 - n) if the Education Institution has not paid its renewal fees or any other fees, including any fines issued pursuant to Regulation (92), any costs related to the probation or any management costs incurred by RAKEZ AZ in relation to an order pursuant to Regulation (37) and/or (46), late renewal fees;
 - o) RAKEZ AZ receives a court order to close the Education Institution;
 - p) RAKEZ AZ deems it necessary to protect the students, public, the intellectual property of a third party, or the protection of the reputation of RAK or RAKEZ AZ; or
 - q) on any other ground which RAKEZ AZ may specify from time to time as a ground for cancellation of an Education Permit.
38. On the cancellation of an Education Permit, the Education Institution shall immediately close and the Educational Licence of the Education Institution shall be cancelled or amended to remove the education activities.
39. RAKEZ AZ may, in its sole discretion, decide to carry out any or all of the following actions instead of cancelling the Education Permit in the first instance:
- a) impose conditions or restrictions on the Education Institution;
 - b) put the Education Institution on probation for a defined period of time and order the Education Institution to rectify the breach; and/or
 - c) issue an order placing the management and finances of the Education Institution under the control of RAKEZ AZ.
40. If following such actions, RAKEZ AZ is of the view that the Education Permit should be cancelled, RAKEZ AZ shall cancel the Education Permit and order the closing of the Education Institution.

Probation

- 41. RAKEZ AZ may, in its sole discretion, put an Education Institution on probation if any of the events set out above have occurred, and those events are capable of being rectified by the Education Institution.
- 42. RAKEZ AZ shall notify the Education Institution in writing of its decision to put the Education Institution on probation, set out the events leading to probation, set out the actions required of the Education Institution to lift the probation, and the deadline for carrying out such actions.
- 43. If such date is reached and the actions set out in RAKEZ AZ's written notice have not been complied with, RAKEZ AZ may agree to extend the deadline for compliance, or cancel the Education Permit and order the closing of the Education Institution.
- 44. While an Education Institution is on probation the Education Institution shall be prohibited from admitting any new students or employing any new staff.
- 45. During probation, RAKEZ AZ may appoint a representative to monitor the Education Institution and report to RAKEZ AZ on its findings. The Education Institution or its owners shall pay the costs associated with the appointment of such representative.

Supervision Order

46. RAKEZ AZ may, in its sole discretion, impose a supervision order on the Education Institution and its owners. The supervision order shall be in writing and shall set out the events leading to the supervision order, the terms upon which RAKEZ AZ shall supervise the Education Institution, and the period of time that the supervision order will apply for.
47. While an Education Institution is under a supervision order RAKEZ AZ shall nominate a management team to operate the Education Institution during the supervision period. The cost of such management team will be borne by the Education Institution and its owners.
48. The existing management team of the Education Institution shall work with RAKEZ AZ's appointed management team and shall comply with the requests, instructions and orders of RAKEZ AZ's appointed management team.
49. The owners shall be deemed to have authorized RAKEZ AZ to manage the Education Institution on their behalf, and shall indemnify RAKEZ AZ and its appointed management team from any and all liabilities.
50. During the supervision period, RAKEZ AZ shall have sole authority and control of the bank account of the Education Institution. Revenue of the Education Institution shall be applied to meet the liabilities of the Education Institution as they fall due, pay salaries, pay the costs of the management team appointed by RAKEZ AZ, pay any fines imposed by RAKEZ AZ and cover its costs in and the rest shall be set aside as a contingency fund to meet any contingent liabilities to students, staff and other third parties. The owners shall be prohibited from making any distributions from the Education Institution's bank account during the supervision period.
51. During the supervision period, the Education Institution shall be prohibited from admitting any new students or employing any new staff.
52. At the end of the supervision period, RAKEZ AZ shall hand back control of the Education Institution to the owners and may impose conditions or restrictions on the Education Institution pursuant to Regulation (41), or cancel the Education Permit and order the closing of the Education Institution.

Education Permit Fees

53. RAKEZ AZ shall charge a fee for the issuance, renewal or amendment of Education Permits to all types of Education Institution.
54. An order of RAKEZ AZ shall set out the fees and any other related or administrative fees to be charged by RAKEZ AZ.
55. RAKEZ AZ may request a bank guarantee or other form of financial security from the owner or shareholders of an Education Institution that has not been Accredited to cover any potential compensation owed by the Education Institution for breach of this Resolution or compensation owed to the employees, students or parents of the Education Institution.

Premises

56. An Education Institution shall have a distinctive name which reflects the primary education activity for which it is licensed to carry out.
57. The name of the Education Institution shall be subject to the approval of RAKEZ AZ, who may decline to register a name if it believes that the name:
 - a) does not reflect the nature of the education activities to be carried out;
 - b) is contrary to the laws of the UAE or RAK;
 - c) contravenes public policy or religious or cultural traditions or values;

- d) is misleading or otherwise undesirable;
 - e) is identical to the name of an existing Education Institution in RAK or the UAE, unless such existing Education Institution has given written consent to the use of its name;
 - f) is too similar in name to an existing Education Institution in RAK or the UAE, there is no connection between the Education Institution registering the name and the existing Education Institution, and the name is, in the opinion of RAKEZ AZ, likely to be misleading;
 - g) breaches any registered trademark in the UAE or other form of intellectual property right, unless the owner of such trademark or intellectual property right has given written consent to the use of the name;
 - h) contains the name of a prominent individual either from RAK, UAE or elsewhere and such individual is not connected to the Education Institution either through ownership or patronage;
 - i) suggests a connection with any government body or authority in RAK or the UAE (whether federal or Emirate level); or
 - j) is, in the absolute discretion of RAKEZ AZ, a 'sensitive' name or contains 'sensitive' words.
58. RAKEZ AZ shall prescribe rules for the naming of Education Institutions which shall specify words or expressions for which additional approvals are required together with the process for obtaining approval for their use.
59. If an Education Institution is inadvertently registered with a name which contravenes any of the above restrictions, RAKEZ AZ shall order the Education Institution to change its name and the Education Institution shall be required to submit an application to RAKEZ AZ for a change of name.
60. The name of the Education Institution shall be displayed prominently on or in the premises from which it operates, in Arabic or in a foreign language accompanied by an Arabic translation.
61. The full name of the Education Institution as it appears on the Education Permit, together with its registered address, shall be displayed on all official correspondence (written or digital) in Arabic or in a foreign language accompanied by an Arabic translation.
62. An Education Institution wishing to change its name must obtain the prior approval of RAKEZ AZ.

The Manager

63. An Education Institution shall appoint a manager to be responsible for all technical, administrative and financial matters concerning the operations of the Education Institution. The Education Institution shall ensure that such manager is authorized to carry out the functions required of such position under these Academic Regulations.
64. The Manager shall be listed on the Education Permit and shall be listed on the Educational Licence of the Education Institution.
65. Any change to the Manager shall be notified to RAKEZ AZ and an application made to amend the Education Permit and the Educational Licence of the Education Institution within (14) days of such change.
66. A person appointed as Manager must meet the minimum qualification and experience requirements as determined by RAKEZ AZ and must be:
- a) not less than 21 years of age;
 - b) fully competent and have full legal capacity; and

- c) of good conduct,
- d) and must not have been:
 - i. convicted of any felony; or
 - ii. convicted of any misdemeanour affecting his honour, integrity, public morals or dishonesty.

Conditions

- 67. RAKEZ AZ may impose such conditions or restrictions on an Education Institution at any time if, RAKEZ AZ determines it is necessary, desirable or appropriate to do so.
- 68. RAKEZ AZ shall serve a written notice on the Education Institution setting out the conditions or restrictions being imposed, the reasons for such conditions or restrictions, and the actions required to be carried out by the Education Institution before RAKEZ AZ will consider varying or revoking such conditions or restrictions.

Employees

- 69. An Education Institution must employ teaching or training staff to ensure it can fulfil its educational or training commitments and comply with its licensed activities.
- 70. All teaching or training staff employed by an Education Institution must meet the minimum qualification and experience requirements as determined by RAKEZ AZ and must be:
 - a) fully competent and have full legal capacity;
 - b) of good conduct; and
 - c) not less than 21 years of age,
 - d) and must not have been:
 - i. convicted of any felony; or
 - ii. convicted of any misdemeanour affecting his honour, integrity, public morals or dishonesty.
- 71. An Education Institution must employ an appropriate number of administrative and non-teaching staff to ensure the smooth running of the Education Institution.

Records

- 72. An Education Institution shall ensure that it has the following up to date records:
 - a) a register of all students attending the Education Institution, to include name, sex, nationality, date of birth, religion, residential address, parent or guardian details (for students under 21) and academic level;
 - b) a register of the daily attendance, noting any absences, of students;
 - c) a register of student academic performance, reports and other official remarks prepared by the Education Institution in the course of teaching;
 - d) a register of all employees of the Education Institution, to include name, sex, nationality, date of birth, religion, marital status, residential address, academic qualifications, academic experience, training courses attended, continuing professional development, salary and job description;
 - e) subject to applicable laws in RAK and the UAE, personal files (including relevant medical records) for all students and employees;
 - f) the Education Permit and Educational Licence of the Education Institution and any other official documents issued by RAKEZ AZ or other authorities in RAK relating to the Education Institution;
 - g) financial statements and records of the Education Institution setting out the financial accounts of the Education Institution, its revenues, the source of such revenue,

- expenditure and assets, profit and loss and balance sheet, prepared in accordance with the International Financial Reporting Standards (IFRS) and audited by an auditor licensed in the UAE;
- h) annual accounts, including a profit and loss statement and balance sheet prepared in accordance with IFRS;
 - i) any other registers, records or files that RAKEZ AZ may determine from time to time; and
 - j) RAKEZ AZ may request access to, or copies of, such records at any time, and an Education Institution, its owners and employees shall be obliged to provide such access or copies on demand.
73. On request by RAKEZ AZ, an Education Institution shall provide RAKEZ AZ with all of the information set out in Regulation (72).

Fees

74. The application for an Education Licence shall include the proposed tuition fees and other proposed fees charged to students. Such fees shall be subject to the approval of RAKEZ AZ.
75. The revenue of an Education Institution shall consist of:
- a) the prescribed tuition fees charged to students;
 - b) the share of any fund endowed to it or passing under a will or inheritance;
 - c) the issuance of any bonds or debentures, subject to the prior approval of RAKEZ AZ;
 - d) any funds granted to it by its shareholders or owners, or gifted or donated to it by third parties, subject to the prior approval of RAKEZ AZ; and
 - e) the revenue generated by any authorized non-academic activities of the Education Institution (including but not limited to the rental of buildings, stadiums, halls and school facilities).
76. RAKEZ AZ may prescribe rules and conditions relating to the process for applying for an increase in tuition fees from time to time.
77. An Education Institution may charge registration fees of up to 5% of the approved tuition fee value prior to the start of the academic year, or training course, provided that such fees are deducted from the tuition fees at the start of the academic year, or course.
78. If a student does not take his or her place in the Education Institution, then the Education Institution shall be entitled to retain such registration fee for its own account. If after charging a registration fee the Education Institution does not offer a place to the student, then such registration fee shall be returned to the student.
79. All revenues received by an Education Institution shall be deposited in a bank account in the name of Education Institution maintained by a commercial bank operating in the Emirate.
80. All Education Institutions shall appoint a firm of auditors, licensed to practice in UAE, to audit the accounts of the Education Institution. An Education Institution shall submit a copy of its audited accounts each year to RAKEZ AZ.

Curriculum and Courses

81. An Education Institution shall not amend or change its curriculum or courses without the prior approval of RAKEZ AZ.
82. Regardless of whether RAKEZ AZ has previously approved an Education Institution's curriculum or courses, it shall have the right to order an Education Institution to change or suspend the curriculum or course, if it is in breach of public policy or the laws in force in the UAE or RAK.

83. An Education Institution shall comply with the UAE and RAK's religious and national values and traditions when teaching its curriculum and courses, and all books, course materials, programs and other publications (whether in hard copy, digital, written, audio or visual) shall comply with such values and the laws and public policies in force in the UAE and RAK.
84. The library and other form of knowledge resource centers (whether physical or digital) of any Education Institution shall be subject to the control and oversight of RAKEZ AZ. RAKEZ AZ may prescribe rules and procedures for Education Institutions to follow when maintaining and stocking libraries and other forms of knowledge resource centers, to ensure that they are consistent with the UAE and RAK's religious and national values and traditions.

Advertising and Marketing

85. All advertising and marketing carried out by an Education Institution (whether such advertising and marketing is carried out in RAK, the UAE or elsewhere) shall be subject to the prior approval of RAKEZ AZ. All advertisements and other forms of marketing collateral shall be submitted to RAKEZ AZ prior to being published and distributed to the public.
86. RAKEZ AZ shall endeavor to notify the applicant of its decision to approve or reject an advertisement or other form of marketing collateral by way of a registered letter within (14) days from the date of submission. If the applicant does not receive notice by this date the relevant advertisement or marketing collateral shall be deemed to have been acceptable and may be published by the Education Institution.
87. Approval or deemed approval by RAKEZ AZ shall not impose any liability on RAKEZ AZ for such advertising or marketing carried out by an Education Institution, nor shall it be deemed to admonish the responsibility of the Education Institution in any way to ensure compliance with the law, these Academic Regulations, or the rights of third parties.

Quality Assurance

88. HEI should submit an evidence that it follows a recognized quality assurance system at its home university by the time of submission of initial application for HEI permit and will continue to follow the same system.

Inspections

89. RAKEZ AZ shall undertake inspections of Education Institutions to monitor compliance with these Academic Regulations, the receipt of a complaint against the Education Institution, the quality assurance standards and other rules and regulations prescribed by RAKEZ AZ from time to time. Inspections shall include reviewing the curriculum and its delivery, and the maintenance of the Education Institution's premises.
90. RAKEZ AZ Inspector shall have the right to enter the premises of an Education Institution to undertake routine inspections including unannounced visits or prior written notice of such visit is given to the Education Institution.
91. RAKEZ AZ Inspector shall be given uninhibited access to the premises of the Education Institution, access to books, registers, files and other documents or information required to fulfil their duties. The Inspector shall be given all assistance by an Education Institution, its owners and staff, including access to staff, students and parents.

Penalties

92. RAKEZ AZ may impose fines or other sanctions on Education Institutions and their owners who RAKEZ AZ determines have:

- a) done or omitted to do anything which would cause RAKEZ AZ to cancel an Education Permit or put the Education Institution on probation, or make a supervision order; or
 - b) established an Education Institution, or carried on any education activities regulated by these Academic Regulations, without an Education Permit.
93. In addition to any other actions that RAKEZ AZ may be entitled to carry out under these Academic Regulations, RAKEZ AZ may serve a formal written warning by registered letter to the Education Institution's registered address detailing the violation and giving the Education Institution (14) days to rectify such violation, and setting out the fine or sanction that will be imposed if such violation persists.
94. If the Education Institution does not rectify any violation within that time period RAKEZ AZ shall impose a fine or other sanction, including in relation to the operation of education activities without an Education Permit, the immediate closure of the Education Institution or part thereof.
95. If the Education Institution does not pay the fine, or does pay the fine but continues to carry out the violation, RAKEZ AZ may request other official authorities in RAK to cease transacting with the Education Institution and terminate any registrations it may have with them, and to forward the details of the Education Institution, its Manager and owners to the concerned authority to proceed with legal proceedings against it.
96. RAKEZ AZ shall issue an order from time to time to determine the amount of any penalties, fines and fees payable under these Academic Regulations.

General

97. Education Institutions operating in a Free Zone at the time these Academic Regulations come into force shall have one year to comply with the provisions of these Academic Regulations, failing which RAKEZ AZ may, in its absolute discretion, issue an order to amend or cancel the existing licence and/or to close or put the Education Institution on probation.
98. RAKEZ AZ shall issue all resolutions, orders, policies and guidelines necessary to implement these Academic Regulations.