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## 1 Introduction

### 1.1 Definition of the Regulatory Framework

A Regulatory Framework developed to support and assist education Institutions operating within Ras Al Khaimah Economic Zone (RAKEZ) to fulfil its commitment and to prevent or minimise the risk of violating the laws. This will result in having education institutions being able to show the required and necessary commitment to compliance action in accordance with pertinent UAE laws, including RAKEZ and Academic Zone rules, regulations, policies and procedures.

This Regulatory Framework may be cited as the RAKEZ Academic Zone Regulatory Framework 2021 (AZ Regulatory Framework 2021).

### 1.2 Importance and Transparency

The Academic Zone has designed an effective Regulatory Framework to assist education institutions avoid and detect violations of laws, rules and regulations. This can prevent companies from incurring fines and any legal implications, and to ensure that all operations are in line with local laws, regulations and best practices.

Academic Zone ensures to take all necessary measures and actions to remain transparent and trusted partner.

### 1.3 Monitoring and Implementation

Education institutions operating within RAKEZ at the time this Regulatory Framework comes into force will be required to comply with all rules and regulations. Education institutions will be given a timeframe to review and adjust its internal policies and procedures and have them in line with this framework. Failing to do so, the Academic Zone, in its absolute discretion, may issue an order to amend or cancel the existing licence and/or to close or put the education institution on probation.

The Academic Zone shall issue all resolutions, orders, policies and guidelines necessary to implement this Regulatory Framework.

## 2 Binding Bylaws

All education institutions' operations shall comply with the provisions of the following rules and regulations and any other decisions, orders, policies and procedures prescribed by the Academic Zone from time to time:

- RAKEZ Companies Regulations
- RAKEZ Operating Rules
- RAKEZ Violation Code
- Any other rules and regulations as published by RAKEZ on its website from time to time
- UAE Federal Law No. 2 of 2015 - Commercial Companies (as amended by Decree law 26 of 2020)
- Academic Zone Academic Regulations (AR)
- Academic Zone Higher Education Regulations (HER)
- Academic Zone Training Institute Regulations (TIR)

All the mentioned rules and regulations are fully described in Appendix to this document.

## 3 General Guidelines

3.1 The Academic Zone may impose fines or other implications on education institutions operating within RAKEZ that the Academic Zone determines have:

3.1.1 done or omitted to do anything which would cause the Academic Zone to cancel an Education Permit or put the education institution on probation, or make a supervision order; or

3.1.2 established an education institution, or carried on any education activities without proper Education Licence.

3.2 In addition to any other actions that the Academic Zone may be entitled to carry out under this Regulatory Framework, a formal written warning may be issued in a registered letter to the education institution's registered address detailing the violation, and giving the education institution limited timeframe determined by the Academic Zone to rectify such violation, and setting out the fine or corrective measures that will be imposed if such violation persists.

3.3 If the education institution does not rectify any violation within that period, the Academic Zone shall impose a fine or other corrective measures, including in relation to the operation of education activities without an Education Licence, the immediate closure of the education institution or part thereof.

3.4 The Academic Zone shall issue an order from time to time to determine the amount of any penalties, fines and fees payable under this Regulatory Framework.

#### 4 Violations Codes

The regulatory Framework is imposed by the following “Violations Codes”. These include all the types of Educational Licences.

Category	No.	Description	Violation Details (AED)		
			Violation (1)	Violation (2)	Violation (3)
Licence and Education Permit	AZ01	Failure to comply with the terms of the Education Licence	5,000	10,000	Suspension of all services and licence will be blocked
	AZ02	Conducting training activities other than stated in the Educational Licence (TIR19)	1,000	3,000	5,000
Cease, Probation and Cancellation	AZ03	Ceasing the activities of an education institution without prior written consent (AR33-35, HER26,33, TIR26)	3,000	10,000	15,000
	AZ04	Failure to provide students with approved alternative solutions after cancellation (HER26,TIR18,27)	5,000	10,000	Suspension of all services and licence will be blocked
Administration and Teaching	AZ05	Failure to employ an appropriate number of qualified and experienced training, administrative and non-teaching staff (AR71, HER36, TIR30)	3,000	10,000	15,000
Records	AZ06	Lack of records and files of the employees and students (AR72, TIR19)	1,000	5,000	Suspension of all services and licence will be blocked
	AZ07	Lack of records and files of any official documents concerns the operation of the institution (AR72, TIR19)	5,000	10,000	Suspension of all services and licence will be blocked
Fees and Refund	AZ08	The tuition fees and/or any fees to be charged to students should be approved by the Academic Zone	1,000	3,000	5,000
	AZ09	Changing or charging other than the approved tuition fees and/or any fees to students without prior approval	1,000	3,000	5,000
	AZ010	No or unclear refund policy and procedure for any fees to be charged to the student	1,000	3,000	5,000
	AZ011	Receiving any funds, gifts or donation by a third parties without prior approvals	1,000	5,000	Suspension of all services and licence will be blocked

Curriculum and Courses	AZ012	Offering, amending or changing the curriculum or courses without the prior approvals (AR81)	1,000	3,000	5,000
	AZ013	Offering curriculum and courses that are not accredited by a competent authority (HER29, 32)	3,000	10,000	15,000
	AZ014	Teaching a course that does not comply with the UAE and Ras Al Khaimah's religious and national values and traditions (AR83, 84)	3,000	10,000	15,000
	AZ015	Teaching a course that is not approved by the parent campus by written confirmation (HER32)	3,000	10,000	15,000
	AZ016	Implementing an academic calendar without the prior approvals (HER48, 49)	1,000	3,000	5,000
	AZ017	Teaching a course other than stated in the permit (TIR23, 24)	1,000	3,000	5,000
	AZ018	A training Institute conducting any Higher Education activities (TIR19)	5,000	10,000	Suspension of all services and licence will be blocked
	AZ019	Delivering a course outside of its premises without the prior approvals (TIR19)	1,000	3,000	5,000
	AZ020	Offering a course to students primarily by means of distance or on-line education programmes without prior approvals (TIR9)	5,000	10,000	Suspension of all services and licence will be blocked
Advertisement	AZ021	Using any advertising and marketing tools without the prior approvals (AR 85-87 and TIR 43-45)	1,000	5,000	10,000
Quality Assurance	AZ022	Breaching any of quality assurance standards (AR88, HER56)	5,000	10,000	Suspension of all services and licence will be blocked
	AZ023	Awarding any Academic Qualifications without the prior approval (HER32)	5,000	10,000	Suspension of all services and licence will be blocked
Premises	AZ024	Lack of the minimum resources and teaching aids and requirements (TIR22)	1,000	3,000	5,000
	AZ025	Failing to meet the minimum standards and requirements for a studying premises (AR37, HER27-28, TIR19-22)	3,000	10,000	20,000
	AZ026	Lack of the minimum standards and requirements of training premises (TIR19-22)	1,000	3,000	5,000

## 5 Appendix

5.1 [RAKEZ Companies Regulations](#)

5.2 [RAKEZ Operating Rules](#)

5.3 [RAKEZ Violation Code](#)

5.4 Any other rules and regulations as published by RAKEZ on its website from time to time

5.5 [UAE Federal Law No. 2 of 2015 - Commercial Companies](#) (as amended by Decree law 26 of 2020)

5.6 Academic Zone Academic Regulations (AR)

5.7 Academic Zone Higher Education Regulations (HER)

5.8 Academic Zone Training Institute Regulations (TIR)

