



PUBLIC SERVICE AGREEMENT

Policy number:
AP-REG 2

Policy group:
Registrar

Effective:
01/11/2024

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PURPOSE

The University of Global Health Equity was established to address global gaps in quality health education, training future global leaders working in multiple areas of clinical service delivery to understand and address complex challenges in global health delivery, with a particular focus on serving the most vulnerable populations. UGHE graduates are expected to use their expertise to positively impact the development of Rwanda and beyond.

Aligned with Rwanda's health workforce development strategies, UGHE's Bachelor of Medicine, Bachelor of Surgery and Master of Global Health Delivery (MBBS/MGHD) dual degree equips future doctors to serve rural communities and address the economic and social determinants of health. By training physicians who not only practice medicine, but also, conduct research, UGHE is supporting Rwanda's transformation into a knowledge-based economy and advancing health outcomes in low-income regions.

In support of this mission, UGHE's Public Service Agreement program (Kinyarwanda for 'contribution') enables qualified applicants to enroll in the MBBS/MGHD program regardless of their financial capability. Through Public Service Agreement, students receive full tuition and boarding support in exchange for a commitment to professionally serve vulnerable populations in their home country under the employment of the Ministry of Health (MoH) upon graduation.

This policy outlines the obligations of the students under the Public Service Agreement agreement.

DEFINITIONS

UGHE: University of Global Health Equity

MoH: Ministry of Health

SCOPE

This policy applies to all students enrolled in the MBBS/MGHD dual degree program under the Public Service Agreement. The specific roles and responsibilities of UGHE and the MoH in implementing the Public Service Agreement agreement are detailed in the 'Responsibilities' section of this policy.



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PROCEDURE

UGHE and MoH Agreements

Prior to enrolling in the MBBS/MGHD degree program at UGHE, students must sign the two agreements:

- UGHE-Student Tuition Funding and Public Service Agreement Retention Agreement. This agreement entails the tuition funding and retention obligations between UGHE and the student.
- MoH Employment Agreement. This agreement commits the student to a number of service years specified by MoH from their countries of origin.

Enrollment in the MBBS/MGHD program is contingent upon signing both agreements and students must adhere to all terms. If a student declines to sign, or withdraws from either agreement, their acceptance to UGHE will be revoked.

1. Compliance with University Policies, Regulations and Academic Requirements

Students must agree to abide by all the policies and regulations outlined by UGHE for the duration of their enrollment in the MBBS/MGHD program. Students must commit to successfully complete the MBBS/MGHD program at UGHE according to all academic regulations and requirements.

Under the Public Service Agreement program, UGHE will pay for students' tuition, accommodation, food, health insurance and all academic related costs, including projects and field trips. All students will receive a laptop for the duration of their studies, and all necessary course software. Additionally, students are provided with all academic content in the form of books, manuals, online tools, and video and audio recordings throughout the program. These materials are of no additional cost to the students.

Students are required to pay for their own transport to Rwanda, as well as all necessary visa fees for their stay in Rwanda. Additionally, students are required to pay for any of their own personal items and toiletries (e.g. school supplies, laundry detergent, sanitary items, hair salon and barbershop services, phone airtime, etc.). UGHE does not provide students with pocket money or living stipends for personal expenses.



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2. Commitment to service under the MoH

Upon successful completion of their MBBS/MGHD degrees and graduation from UGHE, students are expected to inform and report to the MoH from their country of origin within a period of not more than fifteen (15) working days.

Students agree to work for the MoH or its affiliated agencies for a number of years as specified by their respective Ministries of Health, serving communities in need. After fulfilling this service commitment, they may choose to discontinue or continue their employment with the Ministry.

3. Notification Requirements

After graduation, and while completing their years of service with the MoH under the Public Service Agreement agreement, students must notify UGHE about any changes related to their employment, address and contact information. This should be provided to UGHE at least annually and within thirty (30) days of any change. If a student is obligated to repay UGHE under the UGHE-Student Tuition Funding and Public Service Agreement Retention Agreement, then this notice period shall extend through the period of repayment. UGHE may confirm any students' employment status with the MoH at any time during the Public Service Agreement program.

4. Repayment Obligations

Students are required to repay UGHE for tuition and boarding fees in effect for the time that they were enrolled in the MBBS/MGHD program, as detailed in the signed UGHE-Student Tuition Funding and Public Service Agreement Retention Agreement, if any of the following occurs:

- Failure to sign the MoH Employment Agreement and/or the UGHE-Student Tuition Funding and Public Service Agreement Retention Agreement.
- Voluntary withdrawal from, or otherwise discontinuing, the MBBS/MGHD program, for a reason that UGHE determines to be unacceptable. UGHE shall solely determine whether the student's reason for withdrawal is acceptable or unacceptable, under the guidance of the 'Academic Leave, Withdrawal and Resumption of Studies' policy
- Being expelled from the MBBS/MGHD program by UGHE.
- Failure to complete their years of service to the Ministry under the MoH Employment Agreement.



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Tuition and boarding fees may increase by UGHE at its discretion. A payment plan may be developed for students, in the event that the student cannot afford to repay the full amount owed to the University.

RESPONSIBILITY

Students: students are responsible for understanding and agreeing to the above terms. If students require clarity on any of the above points, they should contact the Office of the Registrar at UGHE (registrar@ughe.org).

UGHE: UGHE agrees to pay for students' tuition and boarding fees for the duration of their enrollment in the MBBS/MGHD program (**five years and six months**). This excludes the student's one-year internship with the MoH after the fifth year of the MBBS/MGHD program. For clarity, UGHE will pay only for tuition, housing at the UGHE dormitories, food, health insurance, and all academic related costs, including projects and field trips. The student is required to pay for any personal items.

MoH: the MoH will provide graduates with employment for the duration of the mandatory years of service. The MoH will fully remunerate graduates for the services provided at the rate and in line with the policies and procedures of the MoH.

MATERIALS/DOCUMENTATIONS

The following agreements and policies are relevant to this policy:

- UGHE-Student Tuition Funding and Public Service Agreement Retention Agreement, detailing the tuition funding and retention agreement made between UGHE and the student.
- MoH Employment Agreement, committing to five (5) years of professional service with the MoH.
- Academic Leave, Withdrawal, Resumption of Studies and Honor Code.

REVISION/REPLACING

This policy shall be subject to review in **five** years (01/11/2029).



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EFFECTIVE DATE OF THE IMPLEMENTATION OF THE POLICY

This policy shall come into effect on the date of its approval by the Academic Commission of the University of Global Health Equity.

Approved by:

Date: 07/11/2024

Abebe Bekele



Professor Abebe Bekele, MD, FCS, FACS, MAMSE

Professor of Surgery

Deputy Vice Chancellor, Academic Affairs and Research

Dean, School of Medicine and Health Sciences

UGHE