

Policy for awarding Scholarships

Criteria for ACI Fund financial support of attendance at training courses not directly organized by the Fund

The ACI Fund steering committee can decide to provide financial support for training outside of ACI Fund organised seminars for candidates employed by ACI member airports located in the least developed nations listed by UNCTAD.

The teaching and social aims of the ACI Fund have been clearly defined in its Articles of Association, and the criteria below seek to ensure the good governance of both the Fund and its financial means.

1. The contents of the training course shall be recognized by the ACI Fund as likely to ensure effective and useful training for the candidate and the airport concerned.
2. The pedagogical content shall meet the professional requirements of the candidate who must already have basic training such that he can benefit from the proposed course.
3. Financial support conditions shall be identical to those current for seminars organized by the Fund itself and shall not exceed 75% of the course tuition fees. Transport and hotel costs are to be borne solely by either the candidate or by the airport that employs him. The amount of the financial aid normally will not exceed \$2000 USD.
4. The ACI Fund shall provide financial support only for attendance at programmes that are organized, run and fully controlled by ACI, without ever constituting, directly or otherwise, a subsidy (grant) or remuneration of either an organization or of an outside legal entity or natural person, whether profit-making or not.

The fulfilment of these criteria is designed to ensure the continuity of the ACI Fund and its training for ACI member airports that come under the airport authorities of developing nations.

Procedures for awarding Scholarships

The application must include a letter of reference from the Chief Executive of the Airport Member where the participant works, discussing the employee's capabilities and development needs, the likely career path for the employee at the airport, and the expected benefit to the airport of the training for which ACI Fund financial assistance is requested.

In order to be considered for the scholarship, a candidate must meet all of the listed requirements and submit his request in a timely manner--not later than sixty days before the desired seminar. Requests submitted after the deadline will not be considered.

Within two weeks of his/her return, the beneficiary of the ACI Fund financial support shall submit to ACI Fund management, via his/her Chief Executive, a detailed report on the training course attended. The report should include: course name, useful knowledge gained, and evaluation of the training.

Only one scholarship will be awarded per training course, and only one scholarship per year will be awarded to any individual.

All decisions hereunder will be made by ACI Director General and by ACI Fund President, in their sole discretion, and will be final.