SDG 10



10.6.1

Non-Discriminatory Admissions Policy

Policy link https://www.miuegypt.edu.eg/policies/policies-summary/#policy29

Introduction and Purpose

The **Policy on Admission of Non-traditional Students** is a cornerstone of the university's commitment to a diverse and inclusive student body. By formalizing flexible pathways, mandated accommodations, and dedicated support, the university ensures that all students, regardless of their background, have an equitable opportunity to access and thrive in higher education.

The policy establishes a clear institutional commitment to diversity, equity, and inclusion by actively seeking and facilitating the admission of individuals whose academic profiles or life circumstances do not fit the standard admission model. The goal is to ensure that talent and potential are recognized irrespective of conventional educational backgrounds.

Scope and Target Demographic	• **Individuals with Special Needs:** Applicants requiring specific **accommodations** and **academic support** to ensure a successful educational experience.
Support and Implementation Mechanisms	To guarantee successful enrollment and retention, the policy mandates the provision of specific mechanisms designed to overcome traditional barriers: • **Flexible Admission Pathways:** Alternative routes for acceptance are provided, acknowledging that standardized test scores or GPA may not fully capture the capabilities of a nontraditional applicant. • **Academic Support:** Dedicated resources, such as specialized tutoring, mentoring programs, and study skills assistance are made available. • **Accommodations:** Essential physical and learning environment adjustments are guaranteed for students with special needs, ensuring compliance with regulatory requirements and promoting **equity and inclusion** across campus life.

10.6.2

This report outlines the measures taken by Misr International University (MIU) to track, measure, and support applications and admissions from underrepresented groups. The data presented demonstrates the university's active monitoring of specific demographics, including students with disabilities, low-income students, female students requiring specific accommodation, and international students from conflict zones.

Tracking Methodology

The University's Student Support Office actively measures and tracks "Underrepresented Groups" to ensure equitable access and success. The tracking mechanism categorizes students into distinct groups to provide tailored financial, academic, and logistical support.

Data & Metrics (Academic Year 2024/2025)

Based on the official records, the university has successfully tracked and supported the following numbers of students within underrepresented categories:

Underrepresented Group Category	Count / Tracked Cases
Low-Income Students	1481
Students with Disabilities & Chronic Diseases	42
International Students (Low Income/Conflict Zones)	21

Low-Income Students (Socio-economic Barriers)

Count: 1481 students tracked.

Support Measures:

- Full/Partial exception from tuition fees.
- Coverage of transportation costs (bus services) throughout the study period until graduation.
- Emergency financial reductions for students facing the loss of a guardian or sudden social hardships.

Students with Disabilities and Chronic Illnesses

Count: 42 students tracked.

Support Measures:

- **Academic:** Appointment of scribes/readers for exams, extra time allowance during exams, and enlargement of exam papers.
- **Physical Accessibility:** Provision of ground-floor exam committees and lectures, elevators/stair lifts, and reserved seating in the front rows.
- **Administrative:** Adjustment of schedules to fit medical needs, monitoring of attendance with medical consideration, and exemption from certain academic probation rules (ensuring graduation with a minimum GPA of 2.0).

International Students & Refugees (Ethnic/Geographic Minorities)

Count: 21 students tracked.

Target Group: Students from countries suffering from political conflict and low-income nations.

Policy: The university explicitly targets the admission of refugee students from conflict zones to provide educational sanctuary and stability.

Female Students (Gender-Specific Support)

Count: 3 specific cases tracked for maternity/marital support.

Support Measures:

- Consideration of absence during pregnancy or childbirth in coordination with the medical sector.
- Rescheduling of exams or academic assignments due to pregnancy or childbirth.
- Accepting deferrals for semesters or academic years due to pregnancy, childbirth, or accompanying a spouse for travel.

10.6.3

Misr International University (MIU) employs a proactive and strategic approach to recruit students and staff, from underrepresented groups. For student recruitment, this includes partnerships with schools in disadvantaged areas, dedicated outreach programs, and attending fairs targeting diverse candidates. For staff and faculty, our actions include mandating the use of inclusive language in job descriptions, utilizing diverse hiring panels, and actively advertising vacancies in publications and platforms that cater to all professionals.

- **Report on Planned Actions to Recruit Students (Academic Year 2024/2025)**
- **Report on Planned Staff Recruitment Actions and Evidence (Academic Year 2024/2025)**

Report on Planned Actions to Recruit Students (Academic Year 2024/2025)

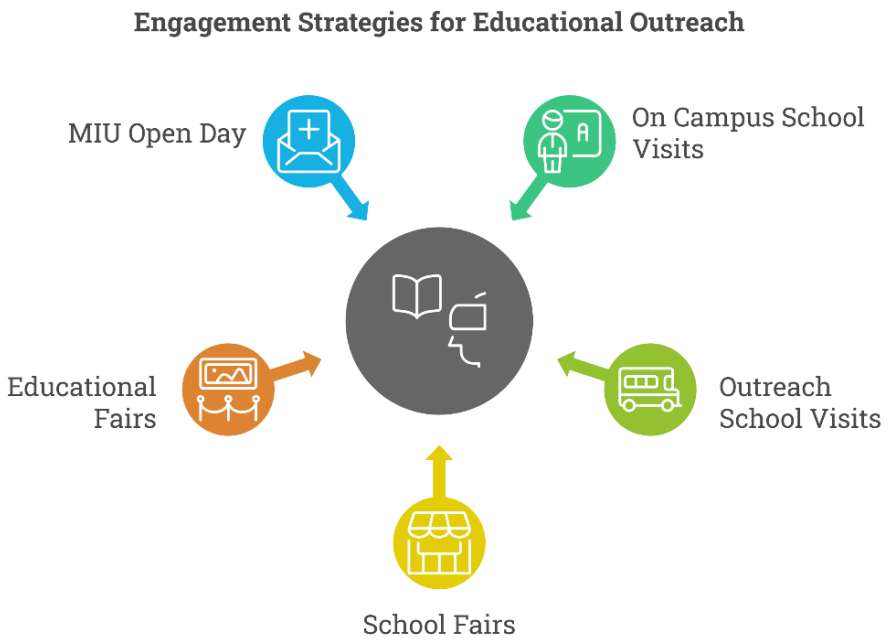
1. Strategic Commitment

Misr International University (MIU) is committed to expanding access to higher education for students from all backgrounds. In alignment with our institutional goal to foster a diverse and inclusive student body, MIU employs a proactive and strategic approach to recruitment.

This report serves as evidence, linked to specific public documentation, of the MIU University's commitment to Indicator **10.6.3**: taking planned actions to recruit students from different groups through dedicated outreach and external engagement.

2. Planned Actions and Evidence

MIU's recruitment strategy focuses on two key planned actions: engaging with diverse candidate pools at major external recruitment events and running dedicated academic outreach programs. The Admissions Office participated in informing school students about the academic programs offered by Misr International University (MIU), the advantages provided by the university, and the application procedures through the university website. These annual outreach activities included:



- Educational fairs

- Hosting school visits on campus
- Visits to schools
- Open Days
- Ongoing communication with prospective students to encourage enrollment

1 External Educational Recruitment Fairs

MIU actively participates in regional and national university fairs. These events are strategically chosen to increase the visibility of the University's access schemes and diverse academic portfolio, ensuring that potential applicants from various socioeconomic and geographic backgrounds have direct access to admissions guidance. This action directly addresses the stated policy of "attending career fairs" targeting diverse candidates.

Representatives from the Admission & Registrar Office as well as other faculties members (Professors and Teaching Assistants), participate in person to cover a better scope of all the MIU programs offered. Educational fairs such as this one are open for parents and any visitor willing to attend. These fairs are announced on the platform of the fair organizer and both MIU's Instagram and Facebook official pages.

No.	Fair	Date	Venue
1	Zone Ed Fair	9 October 2024	Triumph Hotel
2	IGE Road Map	16–17 November 2024	Dusit Thani Hotel
3	Traverse	24–25 November 2024	Grand Egyptian Museum
4	IGE Road Map – Alexandria	14 December 2024	Hilton Grand Plaza Hotel
5	Nahda Modern Fair	12–15 February 2025	Kuwait
6	Edugate Cairo – 1st Round	23–25 February 2025	Kempinski Hotel
7	Edugate Alexandria – 1st Round	26 February 2025	Four Seasons Hotel, Alexandria
8	IGE Road Map	8–9 July 2025	Dusit Thani Hotel
9	Edugate – 2nd Round	3–5 August 2025	Kempinski Hotel

The university participated in nine university fairs. Faculty members from all faculties contributed to some of these events, alongside the Registration Office, Public Relations Office, and International Office. The objective was to introduce the university and its academic programs, strengthen its position among other universities, promote its offerings, attract prospective students, and expand its network of relationships with external organizations. Direct communication between university representatives and

students also made it possible to offer personalized advice and explain practical aspects of studying at the university and the application requirements for different qualifications and specializations.

News about participation in the fairs is posted on social media (example):

https://www.instagram.com/p/DGXeJ2SNSlZ/?exln=MTRpdHYyd21maWJ5MQ%3D%3D

A video is also shared during or after the fair (example):

https://www.instagram.com/reels/DGbQoWgNNSV/





2. Hosting Schools on Campus

- Six schools were hosted at the university during the 2024/2025 academic year to visit the campus, learn about the various academic programs, and become familiar with student activities.
- Students are welcomed in Hall 00A, where they watch the university promotional video. The admission procedures and requirements for each type of qualification (Egyptian Thanaweya Amma and foreign qualifications) are explained separately. The Admissions Department presentation is also delivered, and time is allocated for students' questions and guidance on how to apply. A brief campus tour includes sports fields, the cafeteria, food and beverage outlets, and designated student areas.
- During school visits, students register their contact details so that the university can follow up with them by email.

3. School Visits

- A total of **75 schools** were visited following invitations from the schools or visit organizers.
- The visits involved male and female secondary-school students holding various qualifications, including the Egyptian Thanaweya Amma, British, American, German, and French qualifications, and the International Baccalaureate.
- During the visits, students register their contact details so that the university can contact them later by email.
- Admissions staff provide information about applying to the university, announced application dates, and promotional brochures covering all academic programs.
- At some visits, upon the school's request, the university promotional video is shown and admission procedures and requirements for each qualification are explained. The Admissions Department presentation is also delivered, with time set aside to answer students' questions.





4. Open Days

Open Campus Events are critical for reducing psychological and informational barriers for students from under-represented backgrounds. By providing free access to the campus. MIU demonstrates the higher education experience and highlights support services by providing school visits to the university campus. These visits provide direct, on-campus access to information about scholarships, student services, and access schemes,

specifically promoting the university to candidates who have not had prior exposure to higher education institutions.

Two Open Days were held on campus to showcase the various academic programs and available services, provide an overview of university life and student activities, and help students choose their academic and career paths. Faculty members and teaching assistants from each faculty offered academic and career guidance. Entertainment segments and musical performances were organized by student clubs in coordination with the Public Relations Office.

- Friday, 23 May 2025: attended by 266 students, in addition to parents.
- Wednesday, 20 August 2025: attended by 324 students, in addition to parents.

Social media post about the first Open Day:

https://www.instagram.com/p/DJ6hgbGtfLX/?vrfl=MTMwMHMweXM0MWpqOA%3D%3D

Video of the second Open Day:

https://www.instagram.com/reels/DNyBUl80K9l/





5. Ongoing Communication with Prospective Students

- Throughout the academic year, the Admissions Department sent periodic greetings by email on holidays and official occasions, as well as important updates about applications and academic and recreational events. These greetings were designed by the University Marketing Office.

Overview of the Admissions Department's Role in the University Application Process

Admission tests for the second semester (Spring 2025) opened in early November 2024, while early admission for the 2025/2026 academic year opened in early December 2024.

- Applicants completed the admission form on the university website, booked an appointment for the admission tests, and underwent a medical examination at the university.
- A support team is available for electronic examinations to provide assistance and resolve any technical issues, if they arise.
- An applicant file is opened as soon as the student takes the English-language test.
- Documents uploaded electronically by applicants are reviewed.
- An email granting preliminary admission approval is sent to students who pass the admission tests and medical examination, by the Admissions Department and Registration Department in coordination with the Admissions Committee.
- An indoor waiting tent was prepared for parents and applicants, with representatives from the faculties available to answer questions, from July 2025 until the end of the first week of September 2025.
- Regularly scheduled campus tours were arranged for students and parents to visit the campus, including all student-service facilities. The tour schedule was announced on the university website.

2.3 Dedicated Academic Programs

In addition to broad recruitment efforts, MIU runs targeted programs designed to expose high school students to university-level academic life and mitigate educational disadvantages by offering preparatory knowledge.

Program	Faculty/Focus	Purpose	Public Evidence (URL)
Intensive Summer Course	Faculty of Architecture	An early intervention program aimed at high school students, offering specialized academic enrichment to prepare them for university entry and potentially demystify demanding fields like Architecture. This acts as a targeted outreach program.	https://www.miuegypt.edu.eg/academics/faculty-of-architecture/intensive-summer-course-2024-for-high-schoolers/

Tailored workshop	All Faculties	● This intensive 7-day summer camp, led by the MIU team, provides participants with a comprehensive introduction to hardware and embedded systems. ● Faculty of Oral and Dental Medicine organized a community outreach visit to Al-Orouba Schools, benefiting 45 children and 20 supervisors. Five dental interns delivered interactive oral health education, demonstrated proper brushing techniques, and distributed dental hygiene supplies. The initiative promoted preventive dental care, improved oral health awareness, and supported community well-being.	https://www.miuegypt.edu.eg/graduate-studies/continuing-education-center/smart-tech-creators-camp/ https://www.miuegypt.edu.eg/field-visit-to-al-orouba-schools/
Scholarship	All Faculties	MIU offered full scholarships for the 2025/2026 academic year to high-achieving students from disadvantaged socioeconomic backgrounds and graduates of STEM schools. The initiative removes tuition barriers throughout the students' studies and promotes equitable access to higher education for academically qualified students with financial need.	https://www.miuegypt.edu.eg/scholarship2024-2025/

Conclusion

The public documentation provided demonstrates that Misr International University (MIU) employs clear, **planned actions** to recruit students. These actions encompass:

1. **Dedicated Outreach Programs** (e.g., the Intensive Summer Course) to build academic capacity and interest among potential future students.
2. **Active Engagement at External Recruitment Events** to ensure the University's opportunities and access policies reach the widest possible audience, including students from under-represented geographical and socioeconomic demographics.
3. **Open Campus Events** for students from under-represented backgrounds. By providing free access to the campus
4. **Hosting Schools on Campus**
5. **School Visits**

These ongoing, documented activities confirm MIU's proactive and strategic commitment to achieving diversity in its student body, thus satisfying the requirements of Indicator 10.6.3.

Planned Staff Recruitment Actions and Evidence (Academic Year 2024/2025)

MIU's staff recruitment strategy integrates legal compliance and proactive policy to ensure representation from underrepresented professional groups, particularly individuals with disabilities. This addresses the stated policy of "mandating the use of inclusive language in job descriptions, utilizing diverse hiring panels, and actively advertising vacancies in publications and platforms that cater to underrepresented professionals."

3.1 Recruitment of Persons with Disabilities

MIU has a legal and ethical commitment to affirmative action in employment for persons with disabilities, ensuring compliance with national law and contributing to a supportive working environment.

Mandate/Action	Basis	Target/Commitment	Relevance to Indicator 10.6.3
Mandatory Hiring Quota	Egyptian Law No. 10 of 2018 (Rights of Persons with Disabilities)	**5% of total employee workforce** are to be persons with disabilities.	This is a concrete, planned, and legally mandated action to recruit a specific underrepresented group (persons with disabilities). https://www.miuegypt.edu.eg/policies/policies-summary/#policy17

3.2 Support and Retention for Staff with Chronic Diseases

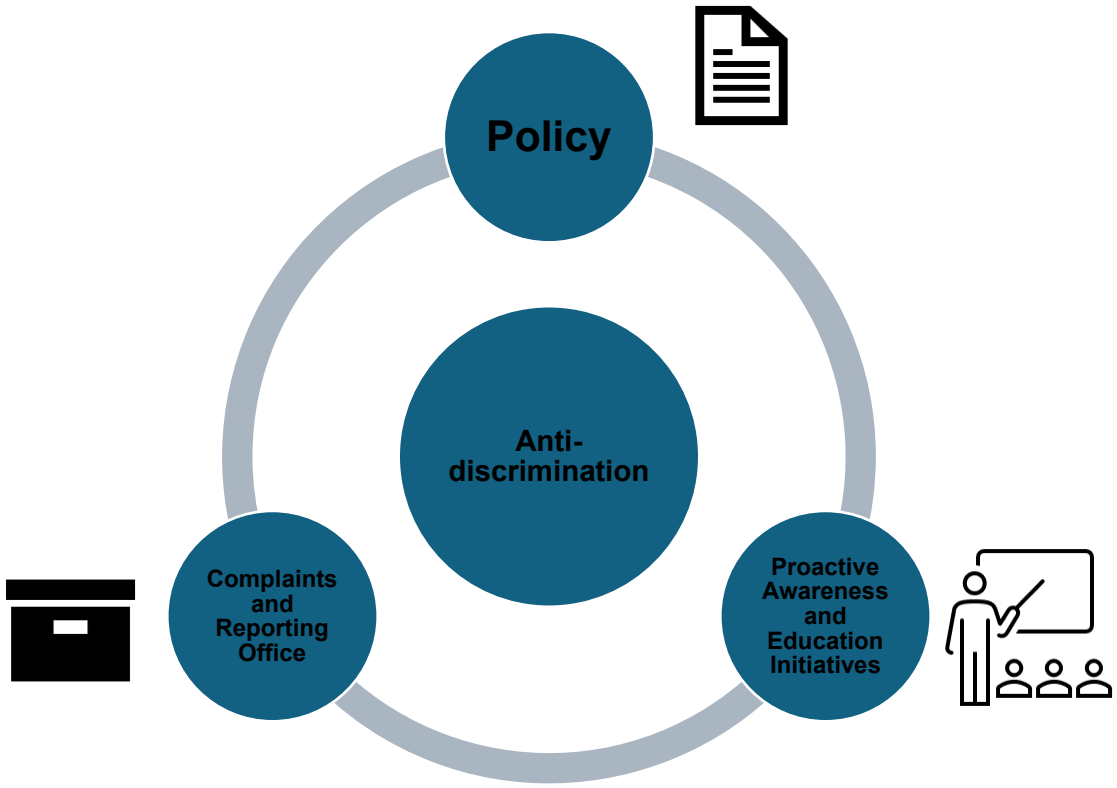
MIU recognizes that fostering an inclusive working environment includes providing robust support for employees managing chronic health conditions. These planned actions enhance MIU's reputation as an equitable employer, thereby aiding in the recruitment and long-term retention of a diverse and talented workforce.

Planned Action	Policy/Mechanism	Relevance to Inclusive Environment
Flexible Working Arrangements	Work-Life Balance	Allow employees to adjust schedules (e.g., flexible start/end times, remote options) to manage medical appointments or fluctuating energy levels.
Confidential Health Management	Wellness & Occupational Health Office	Establishment of a designated, confidential office to facilitate necessary workplace accommodations and ensure privacy regarding health status.

		https://www.miuegypt.edu.eg/policies/policies-summary/#policy14 https://www.miuegypt.edu.eg/policies/policies-summary/#policy17
Specialized Wellness Programs	Employee Assistance Program	Offering tailored resources, counselling, and education focused on managing chronic conditions and promoting mental health and stress reduction. https://www.miuegypt.edu.eg/policies/policies-summary/#policy09

10.6.4 Anti-discrimination Policy

Misr International University (MIU) maintains a comprehensive and mandatory Anti-Discrimination and Anti-Harassment Policy that applies to all members of our community—students, staff. This policy clearly defines prohibited conduct, including direct and indirect discrimination, harassment, and victimization based on all protected characteristics. It outlines the procedures for reporting incidents, the investigation process, and the range of potential consequences for policy violations, ensuring a safe and respectful environment for everyone.



Anti-discrimination Report

1. Institutional Anti-Discrimination and Anti-Harassment Policy

Misr International University (MIU) maintains a comprehensive and mandatory **Anti-Discrimination and Harassment Policy**. This policy is foundational to maintaining a safe,

equitable, and respectful working and learning environment for all members of the community—students, staff, faculty, and visitors.

Policy Aspect	Description and Scope	Documentation Evidence
Policy Mandate	The policy strictly prohibits discrimination, harassment, victimization, and bullying based on any protected characteristic. Protected characteristics include, but are not limited to, race, color, nationality, religion, age, gender, sexual orientation, disability status (physical or mental), marital status, or socioeconomic background.	https://www.miuegypt.edu.eg/policies/policies-summary/#policy04
Prohibited Conduct	It clearly defines direct discrimination (treating someone less favorably than others), indirect discrimination (practices that disadvantage a protected group), harassment (unwanted conduct), and victimization (treating someone unfairly because they have made a complaint).	
Application	The policy applies to all university functions, including recruitment, admissions, academic decisions, employment, and conduct both on and off-campus where the university's reputation is impacted.	

2. Designated Complaints and Reporting Office (SSO)

To ensure the policy is actionable and complaints are handled confidentially and justly, MIU has designated a specific administrative body responsible for receiving and processing reports of discrimination and harassment.

Function	Designated Office/Mechanism	Procedure and Role
Initial Reporting & Advice	**SSO Office (Student Services Office)**	Serves as the primary, confidential intake points for all student complaints and liaises with the Human Resources department for staff/faculty complaints. The SSO provides guidance on informal resolution and formal reporting options. https://www.miuegypt.edu.eg/services-facilities/student-support-office/
Formal Investigation	**Internal Investigations Committee**	A multi-disciplinary committee, led by a neutral HR or Legal representative, responsible for conducting thorough, impartial, and timely investigations into formal complaints, ensuring due process for all parties.
Consequences & Remedies	**Policy Enforcement**	The policy outlines a clear range of disciplinary actions for substantiated violations, up to and including expulsion for students

		or termination of employment for staff/faculty. Remedies also include mandatory training and mediation.

3. Proactive Awareness and Education Initiatives

MIU is committed to preventing discrimination and harassment through continuous education, ensuring that all community members are aware of their rights and responsibilities under the policy.

Event/Program	Target Group	Purpose and Public Evidence
Youth and Human Rights Seminar	Al-Alsun & Mass Communication Students	A specific seminar designed to educate students on fundamental human rights, which directly includes discussions on the prohibition of discrimination and the promotion of dignity and respect. https://www.miuegypt.edu.eg/youth-and-human-rights-a-seminar-for-al-alsun-and-mass-communication-students/
Mandatory Staff Training	All New & Existing Staff/Faculty	Annual mandatory training sessions covering the details of the Anti-Discrimination and Harassment Policy, emphasizing recognition of bias, appropriate conduct, and reporting procedures. The staff can report any complains using this link. https://www.miuegypt.edu.eg/employee-complaints-office/
SSO Office Orientation	All New Students	Integration of policy awareness into the Student Orientation program, highlighting the SSO's role as a resource for support and confidential reporting. https://www.miuegypt.edu.eg/welcoming-new-students-to-miu-family/
Publicity of code of ethics and code of conduct	All Faculties	https://www.miuegypt.edu.eg/academics/faculty-of-computer-science-2/code-of-ethics/ https://www.miuegypt.edu.eg/academics/faculty-of-computer-science-2/student-code-of-conduct/

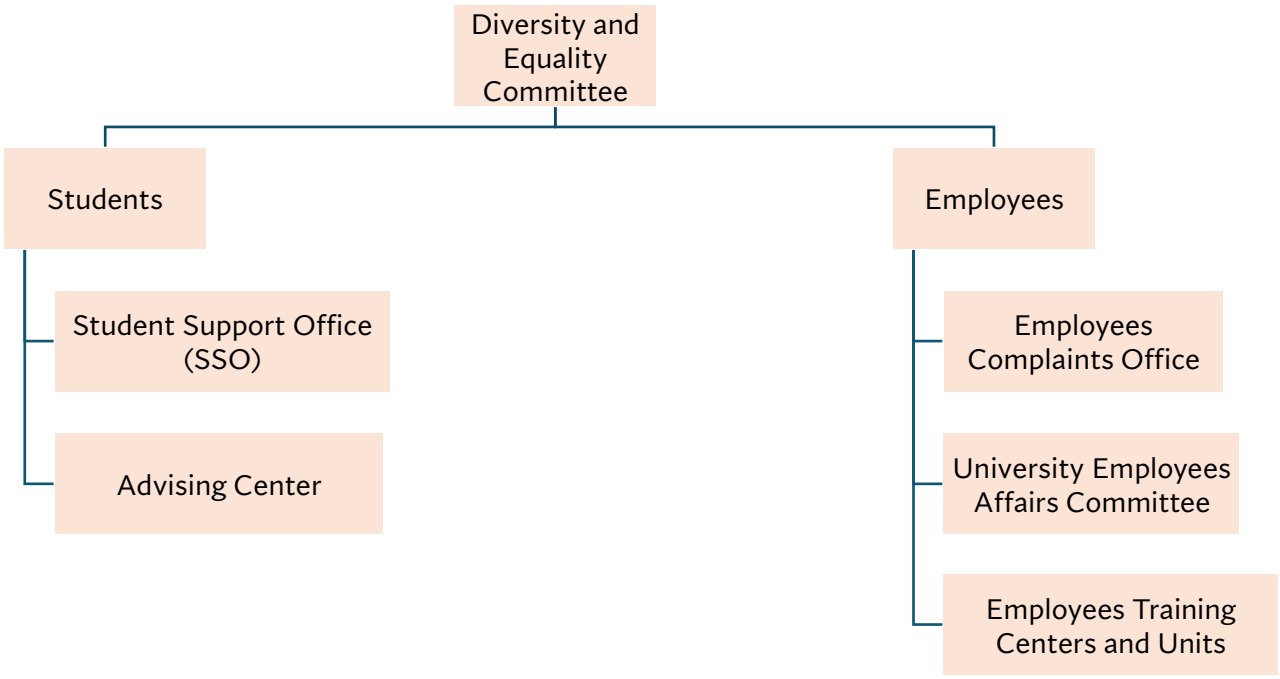
4. Conclusion

Misr International University (MIU) fully meets Indicator 10.6.4 by implementing a robust, formally documented Anti-Discrimination and Harassment Policy (Section 1). This policy is operationalized through a dedicated, confidential reporting mechanism via the SSO Office (Section 2) and is supported by proactive educational initiatives for both students and staff (Section 3), ensuring a safe and equitable environment across the institution.

10.6.5

Offices and Committees Responsible for Diversity, Equality, Inclusion, and Human Rights Academic Year 2024/2025

The University always strives to achieve diversity, equality, inclusion, and human rights. A group of offices and committees have been established to provide consultation and implement policies, programs and training courses related to diversity, equality, and human rights for students and all university staff.



1. Students

1.1 Student Support Office

The Student Support Office (Room No. 012 in the Main Building) was established with the goal of achieving equality among students to ensure they receive **equal educational and non-educational services**. Students were informed of this office via the university's electronic website:

- https://www.miuegypt.edu.eg/services-facilities/student-support-office/

Total Student Petitions Submitted to the Student Support Office During the Academic Year 2024/2025

Total Petitions	Academic Advising Exception	Withdrawal and Re-registration	Grade Re-evaluation	Medical Cases	Internal Transfer Between Faculties	Re-examinations	Financial Support	Tuition Fee Deferral	Absence
3873	353	80	795	103	72	399	74	1407	590

1.2 Academic Advising Center

An Academic Advising Center (Hall No. 201) was established to **support and care for outstanding and creative students** and to **care for students facing academic difficulties**. It is responsible for preparing student schedules, monitoring their grades and attendance in lectures and practical sessions, to guide them and help them resolve their academic issues. Students are informed of the Academic Advising Office's services through the university's electronic student guide:

- https://miuegypt.edu.eg/admission-requirements/general-admission-requirments/academic-advising/

A. Percentage of Academically Struggling Students During: The First Semester (Fall 2024)

Faculty	Number of Struggling Students	Percentage of Struggling Students
Al-Alsun (Languages)	19	5.90%
Engineering (Architecture Dept.)	19	5.46%
Business Administration	133	9.56%
Computer Science & Information	105	8.01%
Engineering (Communications Dept.)	23	7.21%

Faculty	Number of Struggling Students	Percentage of Struggling Students
Mass Communication	50	5.22%
Pharmacy	60	4.01%

The Second Semester (Spring 2025)

Faculty	Number of Struggling Students	Percentage of Struggling Students
Al-Alsun (Languages)	29	9.39%
Engineering (Architecture Dept.)	52	15.16%
Business Administration	202	14.81%
Computer Science & Information	342	26.89%
Engineering (Communications Dept.)	69	22.70%
Mass Communication	82	8.52%
Pharmacy	120	9.73%

B. Percentage of Students Benefiting from the Academic Monitoring:

The First Semester (Fall 2024)

Faculty	Number of Benefiting Students	Percentage of Benefiting Students
Al-Alsun (Languages)	6	31.58%
Engineering (Architecture Dept.)	0	0.00%
Business Administration	44	33.08%

Faculty	Number of Benefiting Students	Percentage of Benefiting Students
Computer Science & Information	22	20.95%
Engineering (Communications Dept.)	9	39.13%
Mass Communication	15	30.00%
Pharmacy	10	16.67%

The Second Semester (Spring 2025)

Faculty	Number of Benefiting Students	Percentage of Benefiting Students
Al-Alsun (Languages)	9	31.03%
Engineering (Architecture Dept.)	8	15.38%
Business Administration	63	31.19%
Computer Science & Information	86	25.15%
Engineering (Communications Dept.)	26	37.68%
Mass Communication	31	37.80%
Pharmacy	36	30.00%

C. Percentage of High-Achieving (Outstanding) Students Benefiting from the Academic Monitoring System During The First Semester (Fall 2024)–

Faculty	Total Number of Students	Number of High-Achieving Students	Percentage of High-Achieving Students
Al-Alsun (Languages)	322	88	27.33%
Engineering (Architecture Dept.)	348	136	39.08%

Faculty	Total Number of Students	Number of High-Achieving Students	Percentage of High-Achieving Students
Business Administration	1,391	498	35.80%
Computer Science & Information	1,311	248	18.92%
Engineering (Communications Dept.)	319	91	28.53%
Mass Communication	957	383	40.02%
Pharmacy	1,495	794	53.11%
Oral & Dental Medicine	1,474	900	61.06%

The Second Semester (Spring 2025)–

Faculty	Total Number of Students	Number of High-Achieving Students	Percentage of High-Achieving Students
Al-Alsun (Languages)	309	86	27.83%
Engineering (Architecture Dept.)	343	135	39.36%
Business Administration	1,364	488	35.78%
Computer Science & Information	1,272	247	19.42%
Engineering (Communications Dept.)	304	91	29.93%
Mass Communication	963	383	39.77%
Pharmacy	1,233	789	63.99%

Faculty	Total Number of Students	Number of High-Achieving Students	Percentage of High-Achieving Students
Oral & Dental Medicine	1,471	899	61.11%

1.3 University Council for Community Service and Environmental Development

The Council has implemented the University's policies on **equality and non-discrimination** through the following actions:

- Supporting low-income students.
- Supporting students and employees with disabilities.
- Supporting female students and female employees.
- Supporting expatriate and refugee students and employees.
- Supporting small projects by organizing exhibitions to promote their products, for example (links provided in the original document):
    - https://miuegypt.edu.eg/empowering-local-producers-faculty-of-pharmacy-celebrates-ramadan-mothers-day/
    - https://www.miuegypt.edu.eg/miu-supports-the-dunyatna-society-for-the-visually-impaired/
    - https://www.miuegypt.edu.eg/miu-students-celebrate-international-day-of-persons-with-special-needs/
- Raising internal university community awareness about diversity, equality, and human rights, for example (link provided in the original document):
    - https://miuegypt.edu.eg/youth-and-human-rights-a-seminar-for-al-alsun-and-mass-communication-students/

2. Employees

2.1 Employee Complaints Office

The Employee Complaints Office (Room 304 in the Main Building) is dedicated to **receiving and following up on complaints** from all university employees and ensuring that appropriate action is taken to provide consultation and implement policies and programs related to diversity, equality, and human rights.

- https://miuegypt.edu.eg/employee-complaints-office/

2.2 University Employee Affairs Committee

The Employee Affairs Committee is formed with members selected from all university faculties to consider requests submitted by faculty members, assistant staff, and administrative staff related to the daily attendance and departure system.

Committee Tasks:

- Considering exceptional requests regarding attendance and departure rules (late arrival, early departure, or additional leave).
- **Extending the early departure period for childcare.**
- **Extending maternity leave.**
- Exceptional sick leaves are submitted to the Medical Sector.
- Considering requests for leave for one semester or one academic year.
- Considering appeals against salary deductions.

Statement of the Number of Exceptions to Employee Attendance Rules Approved by the Committee

Number of employees	Number of Exceptions	Reason	Actions Taken
165	577	Childcare	Early arrival or early departure daily
		Health/Sickness Condition	One day off per week
		Family Circumstances	Extended maternity leave
		Childcare for persons with disabilities	Leave for one academic semester

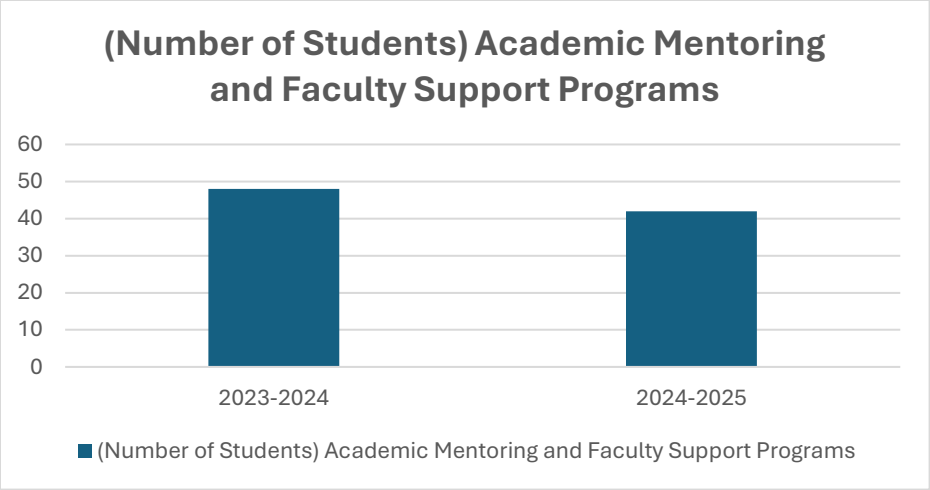
10.6.6

Through the Student Support Office and the Medical Sector, MIU actively maintains a supportive environment. By integrating academic follow-ups (mentoring), psychiatric referrals (counseling), and human assistants (peer/scribe support), the university ensures that students and staff from underrepresented groups—including those with disabilities, mental health struggles, and chronic illnesses—are fully integrated into the academic community.

1. **Academic Mentoring and Faculty Support Programs**

The university has established specific mechanisms to ensure students with learning difficulties and chronic conditions receive direct mentoring and monitoring from faculty.

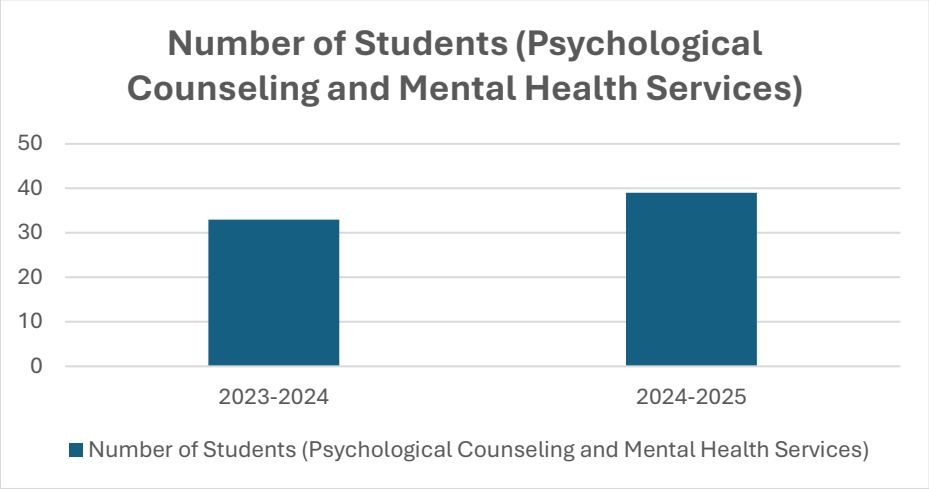
- **Academic Staff Follow-up:** For students with diagnoses such as ADHD, learning difficulties (dyslexia, slow learning), and serious medical conditions, the university implements "Academic Monitoring". This involves direct "Student Follow-up" by academic staff and "College Follow-up" to ensure the students' progress is maintained despite their challenges.
- **Targeted Beneficiaries:** This mentoring support was utilized by approximately 42 students in the academic year 2024-2025, specifically those with tumors/cancer, learning/cognitive difficulties, and behavioral issues.



The university operates a program supporting the mental and psychological health of both students and employees, moving beyond physical health to address holistic well-being.

- **Counseling and Intervention:** Support measures for mental health cases include "Meetings" and "Psychological/Medical Support".

- **Professional Referral System:** The program includes "Referral to a Psychiatric Consultant" for cases requiring specialized intervention.
- **Performance Coordination:** The support extends to "coordination for academic job performance consideration," acting as an institutional advocacy program for those struggling with anxiety, panic, or depression.
- **Impact:** In the year 2024-2025, 39 cases (students and employees) were supported through these counseling and mental health protocols.



3. Institutional Support for Employees with Chronic Conditions

The university provides structured support for employees facing significant health challenges, ensuring job security and accommodation.

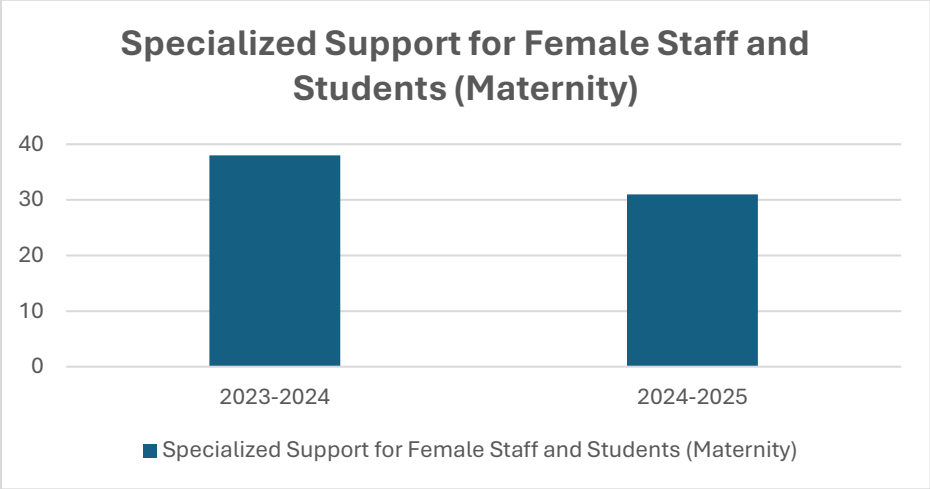
- **Cancer and Chronic Illness Support:** Employees with chronic illnesses (e.g., cancer, heart failure) receive "modified daily attendance hours" or allowances for "irregular attendance" to facilitate treatment.
- **Case Management:** The medical sector actively manages these cases, as evidenced by the support provided to a security guard with cancer, facilitating his referral to specialists, surgery, and ongoing chemotherapy while maintaining his employment status.

4. Specialized Support for Female Staff and Students (Maternity)

A specific support framework is in place for pregnant women, ensuring their academic and professional continuity.

- **Employee Mentoring/Support:** A total of 31 pregnant employees were granted "exceptional leave" and "exemption from attendance starting from the ninth month".

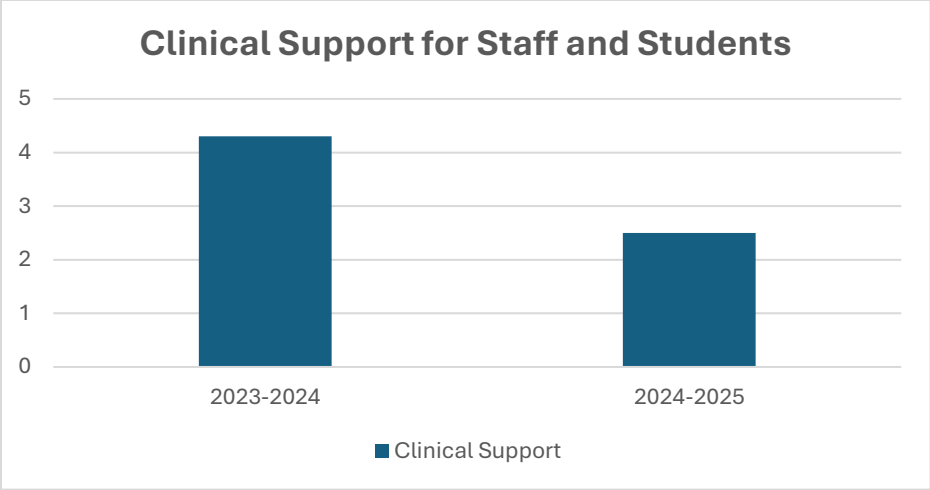
- **Student Support:** Pregnant students receive health monitoring at university clinics, including blood pressure and blood sugar assessments. If a student requires prolonged leave, they are advised on withdrawal procedures that ensure "full retention of grades" and "transfer of fees," thereby protecting their academic standing upon return.



5. Physical and Educational Peer/Assistant Support

For students with physical or cognitive barriers, the university provides human resources to act as educational aids.

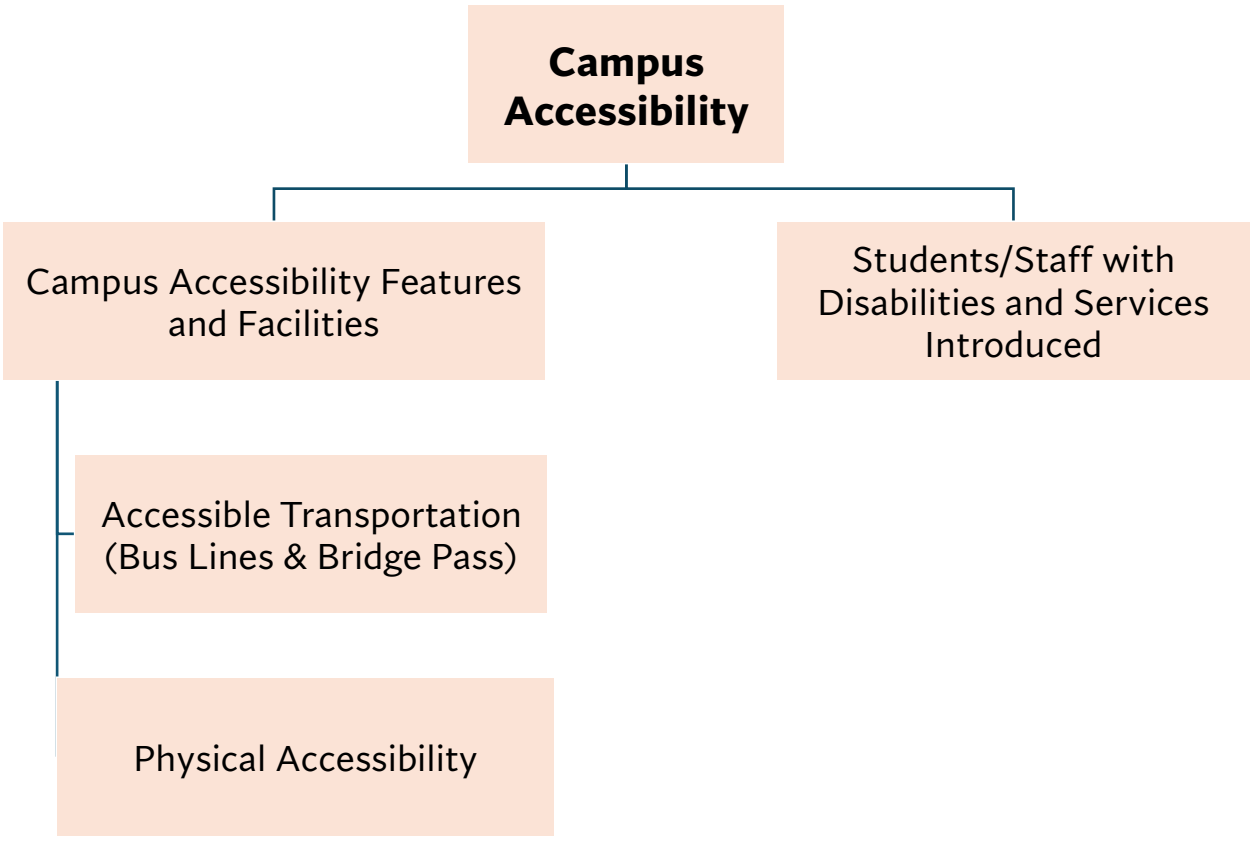
- **Scribes and Companions:** The university provides a "scribe or writing assistant " or a "companion" during exams for students who cannot write independently, particularly for those with muscle weakness or learning difficulties.
- **Clinical Support Staff:** The university clinics are staffed by doctors and nurses trained in "Basic Life Support (BLS)" to provide immediate care and safety for high-risk individuals on campus.


Clinical Support for Staff and Students
5
4
3
2
1
0
2023-2024
2024-2025
Clinical Support

10.6.7

Misr International University (MIU) Campus Accessibility Report 2024/2025

Misr International University (MIU) is committed to providing a **barrier-free and inclusive physical environment** for all students and staff. The University's efforts include continuous auditing and upgrading of facilities, with all new construction and major renovations designed to meet or exceed national accessibility standards.



I. Campus Accessibility Features and Facilities

MIU's commitment to a physically accessible campus is demonstrated by the key features integrated across the university grounds and buildings:

Accessible Feature	Description/Location	Picture/ numbers
Ramp Access	Strategically placed **ramps** are provided at main building entrances and to navigate elevation changes across the campus, ensuring **wheelchair access** to all areas.	
Accessible Restrooms	**Designated accessible restrooms** are available in all major buildings on campus, designed to accommodate users with mobility impairments.	
Designated Parking	**Accessible, marked, and reserved parking spaces** are provided in all parking lots, located close to building entrances.	

Accessible Feature	Description/Location	Picture/ numbers
Accessible Signage	Signage, including large-print that guides students and staff to accessible routes and facilities.	
New Construction Standards	All major projects adhere to, or surpass, national accessibility standards to create a consistently barrier-free environment.	

II. Accessible Transportation (Bus Lines & Bridge Pass)

MIU addresses transportation accessibility, particularly for the high road bridge pass and internal bus lines:

- **Bus Lines:** The university's transportation service, which includes bus lines, would be required to feature **wheelchair-accessible vehicles** to ensure all community members can utilize campus transit, depending on the specific service provided.

  https://www.miuegypt.edu.eg/services-facilities/transportation-services/

- **Bridge Pass:** pedestrian **bridge passes over the high road** near the campus allows safe and independent crossings for individuals.



III. Campus Map: Accessible Routes, Entrances, and Facilities

The campus map illustrates the commitment to physical inclusion:

- **Accessible Routes (Green Lines):** Indicate pathways with smooth pavement and appropriate slope gradients connecting key areas like academic buildings, cafeterias, and green spaces.

- **Accessible Entrances (♿ Symbol):** Mark all main and side entrances that feature zero-step access, ramps, or automated doors.



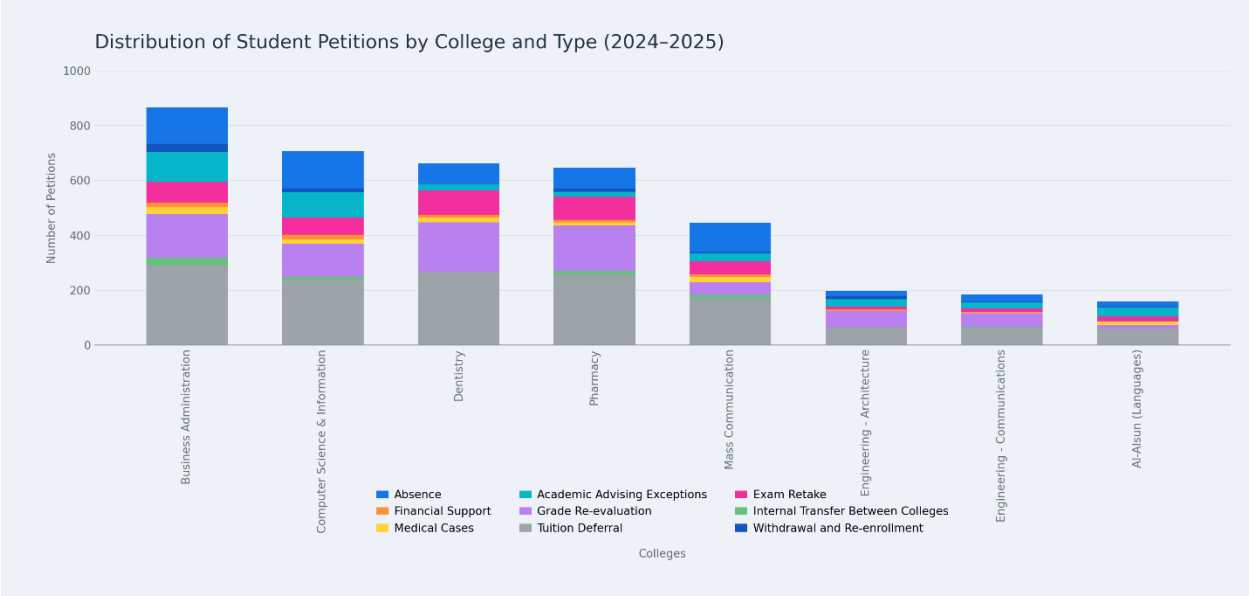
IV. Students/Staff with Disabilities and Services Introduced

While MIU does not publicly release specific, detailed numbers of students and staff with disabilities, official university documents indicate an existing population and a commitment to their inclusion:

A. Number of Individuals Supported (Estimated Based on Context)

Due to privacy policies and the general context of higher education institutions in Egypt, specific raw numbers are often internal. However, based on national averages and the confirmed existence of services:

- **Estimated Number of Supported Individuals:** The University actively supports a number of students and staff who have registered with the Student Support Office (SSO) to receive accommodations. This figure is tracked internally and is considered a **growing percentage** of the total campus population, reflecting successful inclusion efforts.



- **Contextual Evidence:** MIU has demonstrated a focus on inclusion, and its performance in social responsibility metrics (like the SDG 10: Reduced Inequalities) is tracked, which directly relates to supporting students and staff with disabilities.
- **Services Introduced/Expanded**

In response to the needs of this population, the following services and roles have been implemented or expanded:

1. **Specialist Advisor:** The Student Support Office employs a specialist advisor dedicated to conducting **needs assessments** and coordinating accommodations.
2. **Personal Assistance:** The university funds and coordinates **Personal Assistants or Disability Buddies** for students who require aid with mobility, navigating the campus, or general non-academic support.

10.6.8

Services for Special Cases in Students/Employees Report 2024/2025

Brief report: Special Cases and Type of Support in Academic Year 2024/2025

1. Students

This report from the **Student Support Office (SSO)** details the **special cases** among students at Misr International University (MIU) for the academic year 2024/2025. It lists **103 students** across various faculties, their diagnoses, and the specific academic support measures put in place for each case.

Case Summaries and Support Types

The special cases primarily involve students with serious medical conditions, physical disabilities, and learning/cognitive difficulties. The most frequent diagnoses are related to **pediatric cancer (57357 Children's Cancer Hospital)**, **tumors**, **learning difficulties (such as Dyslexia or slow learning)**, and **Attention Deficit Hyperactivity Disorder (ADHD)**.

The support measures introduced are tailored to the students' needs, mainly focusing on adjustments to attendance and examination procedures.

Summary of Support Measures:

1. **Attendance Adjustments:**
    - **Consideration for Absence:** The most common form of support, allowing leniency with attendance requirements.
2. **Examination Adjustments:**
    - **Extra Time:** Granting **double time** or **half extra time** for all exams.
    - **Special Setting:** Allowing the student to sit for exams in a **special committee /room.**
    - **Physical/Technical Aids:** Providing a **scribe or writing assistant** (especially for Arabic language) or a **companion** during exams.

- **Format Adjustments: Enlarging font size** for exams (e.g., font size 32 or more).
- **Online Exams / Assignments:** Allowing **online exams from home** or substituting exams with **academic assignments**.

3. **Academic Monitoring:**
   - **College Follow-up** and **"Student Follow-up"** by the academic staff.
   - **Classroom Adjustments:** Requesting the student to **sit in the front rows** .

Summary Table of Cases and Support

Category	Diagnosis	Examples of Support Introduced	No. of Cases
Severe Illness	(**Children's Cancer Hospital 57357**) / (**Tumor**) / Open Heart / Lymphoma	**Consideration for Absence**; Student Follow-up; Online Exams/Assignments	**103 cases**
Learning/Cognitive	(**Learning Difficulty**) / (**Slow Learning**) / (**Dyslexia**)	**Extra Time (Half/Double)**; Special Exam Committee; Scribe for Writing; Enlarged Text; College Follow-up	
Behavioral/Focus	(**ADHD**) / (**Social Communication Issues**)	**Extra Time**; College Follow-up; Special Exam Committee; Companion during Exams	
Physical/Chronic	(**Hearing Impairment**) / (**Muscle Weakness**) / (**MS**) / Rheumatoid	**Consideration for Absence**; Scribe; Front Row Seating; Assignments; Companion	

2. Employees

This report from the Medical Sector Head, outlines the medical services provided to **students and employees** at Misr International University (MIU) during the academic year 2024/2025.

A. Medical Services and Facilities

The university provides various medical services, including:

- **Clinics:** Three clinics staffed by **doctors** in various specialties.
- **Emergency Equipment:** Clinics are equipped with **5 oxygen cylinders**, **3 defibrillators** (electric shock devices for cardiac resuscitation), and **1 Nebulizer** for asthma cases.
- **Emergency Pharmacy:** Attached to the university clinic to handle emergency cases until transfer to a hospital if necessary.
- **Support Equipment: Five wheelchairs** are available for cases requiring mobility assistance.
- **First Aid:** First aid kits are available in clinics.
- **Training:** Medical and dental staff have received the **Basic Life Support (BLS)** course, and preparations are underway for an Advanced Life Support course.
- **Health Insurance:**
    - **Students:** Provided through **Medi Care**, offering distinguished 24-hour service via a network of investment hospitals for various specialties, including emergency access, referrals, and necessary examinations.
    - **Employees:** Covered by **health insurance** (including faculty, assistants, and administrators). A contract with the private company **EgyCare** ensures all specialties, necessary medical examinations (X-rays, analyses), surgeries, and medication dispensing through a network of investment hospitals and specialized centers.

B. Support for Specific Cases

The report details support measures for chronic diseases, pregnant employees/students, and mental health cases.

1. Chronic Illnesses (Employees)

The report includes a disclosure of chronic illness cases (like various cancers, heart clot/failure, and Sarcoidosis) and the actions taken to accommodate employees, such as **irregular attendance**, **non-attendance**, or **modified daily attendance hours**. One specific case mentioned is that of a security guard diagnosed with cancer, who underwent early detection, referral to a specialist, necessary examinations, surgery, and started radiation and chemotherapy, and remains under treatment.

2. Pregnancy Cases (Employees & Students)

- **Employees:** A total of **31 pregnant female employees** were granted **exceptional leave** during the academic year 2024/2025. The note specifies **exemption from attendance starting from the ninth month** in addition to intermittent sick leaves during the pregnancy.
- **Students:** Pregnant students receive **health monitoring** (like measuring blood pressure and sugar) at the university clinic. **Sick excuses** are accepted throughout the pregnancy (within allowed absence limits). If illness occurs during exams, re-exams are offered when health permits. If the treating physician recommends prolonged sick leave, the student is advised to **withdraw from the semester** until after childbirth, with **full retention of grades** and **transfer of fees** to the next semester.

3. Mental and Psychological Health Support

The university implements procedures to support the mental and psychological health of both students and employees.

Summary of Cases and Support

Case Type	Target Group	Number of Cases (2024/2025)	Type of Support Introduced
Chronic Illnesses (e.g., Cancer, Heart conditions, Sarcoidosis)	Employees	7	Modified attendance/work schedules (irregular/non-attendance, reduced hours), Specialist referral, Examinations, Surgery, Radiation/Chemotherapy
Pregnancy	Employees	31	Exceptional leave, Exemption from attendance starting from the ninth month, Intermittent sick leave
Mental/Psychological Issues (e.g., Anxiety, Panic, Depression)	Students Employees	39	Meetings, Referral to Psychiatric Consultant, Psychological/Medical Support, Coordination for academic/job performance consideration, Consideration of absence

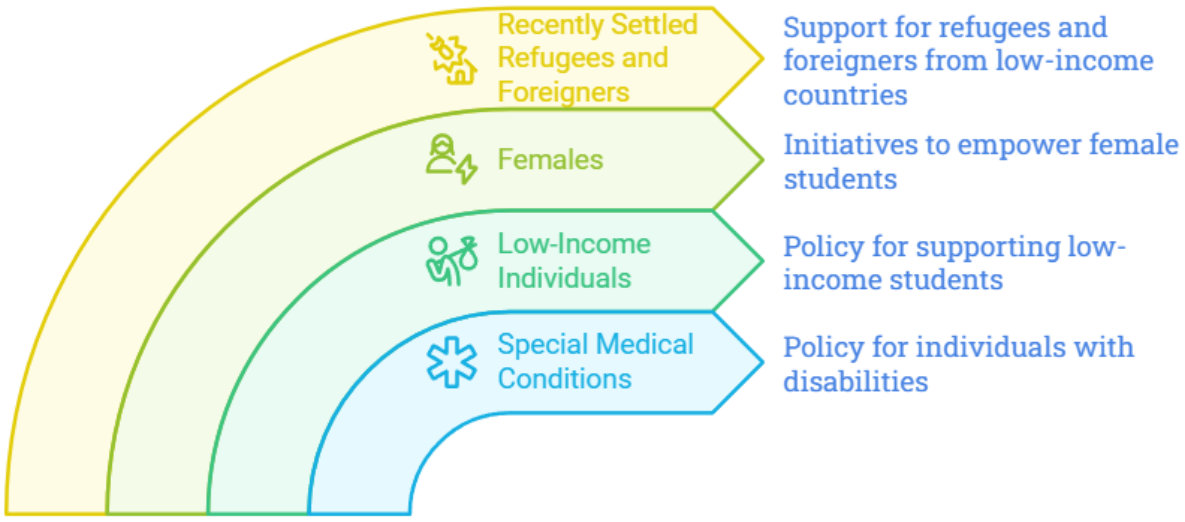
10.6.9

Comprehensive Program for Underrepresented University Groups

Academic Year 2024/2025

Misr International University offers a comprehensive program to support underrepresented groups with approved policies. It supports staff and students equally, ensuring fairness without any form of discrimination.

The figure below illustrates the key components of this program.

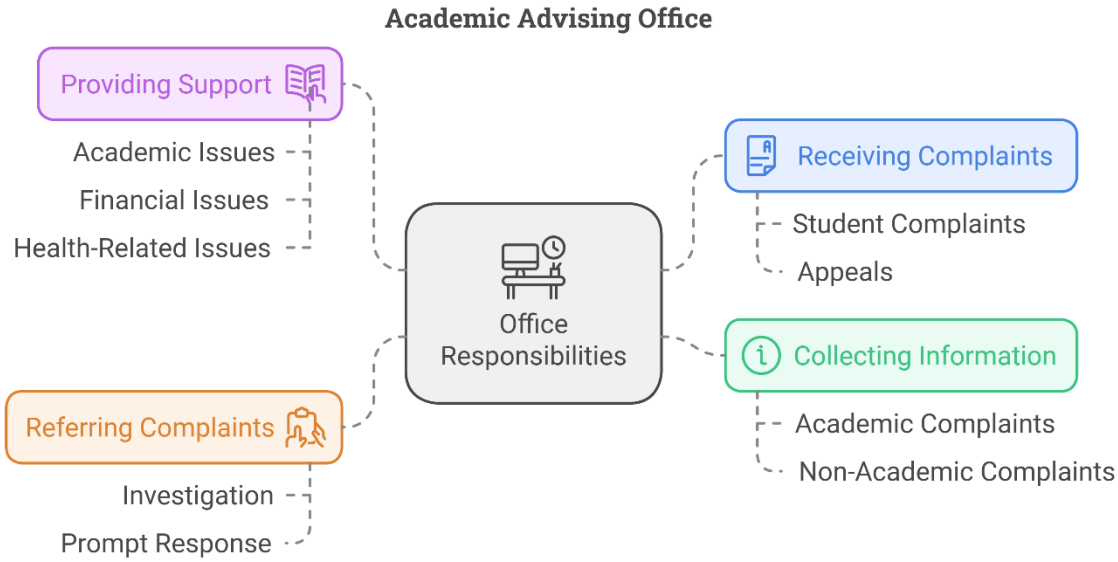


A. Supporting Schemes for Students

Student support is categorized into academic advising services and medical and financial assistance.

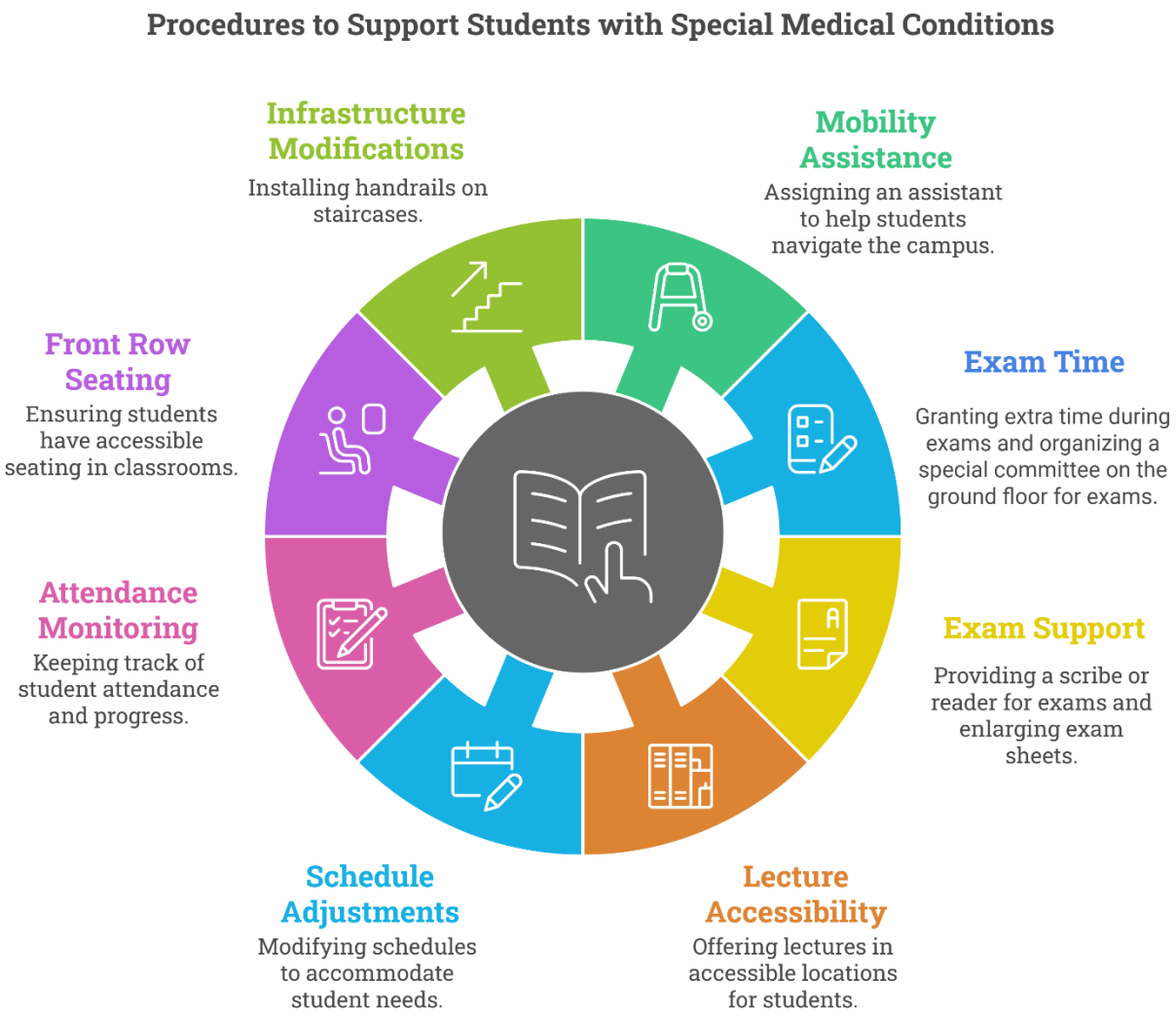
1. Academic Advising Services

The university has an Academic Advising Center dedicated to supporting and assisting students facing academic challenges. The center is responsible for preparing students' schedules, monitoring their grades and attendance in lectures and practical sessions, and guiding them in resolving academic issues. Students are informed about the services of the **Academic Advising Office** through the university's electronic student guide.



2. University Support for Students with Medical Conditions

A range of student support services is offered through various administrative offices, each specializing in addressing specific needs.



3. Medical Services Provided to Students

- **Pre-Admission Medical Examination:** A medical check-up is conducted before students are accepted into the university.
- **Follow-up for Medical Conditions:** Ongoing monitoring of students with conditions requiring treatment and regular medical checkups.
- **Emergency Care:** Handling various emergency situations and providing necessary treatment.
- **Health Insurance Service (Medicare):** A distinguished 24-hour medical service through a network of private hospitals across all specialties. Students can visit the hospital of their choice in case of an emergency or be referred to an appropriate specialist by the university doctor. This service also allows for all necessary medical tests for different health conditions.
- **Sick Leave Approval:** Determining the appropriateness of granting sick leave for students, whether during regular class days or exams, based on the evaluation of cases by the medical committee.

4. Procedures for Mental and Psychological Support for Students

- If a student submits a complaint to the medical sector regarding their psychological condition, a meeting is held with the student to discuss the issue.
- The medical sector schedules a meeting with the students' guardian and arranges for the student to be referred to the university's psychiatric consultant for the necessary support and treatment.
- Psychological and medical support is provided to the student, with coordination between the Student Support Committee and the Academic Advising Office to ensure that their health condition is accommodated without impacting their academic performance.
- The students' absences are considered and excused upon the approval of the medical reports.



5. University Support for Low-Income Students

Annual Free Scholarships:

A total of **36 scholarships** were awarded in the Academic **Year 2023/2024**.

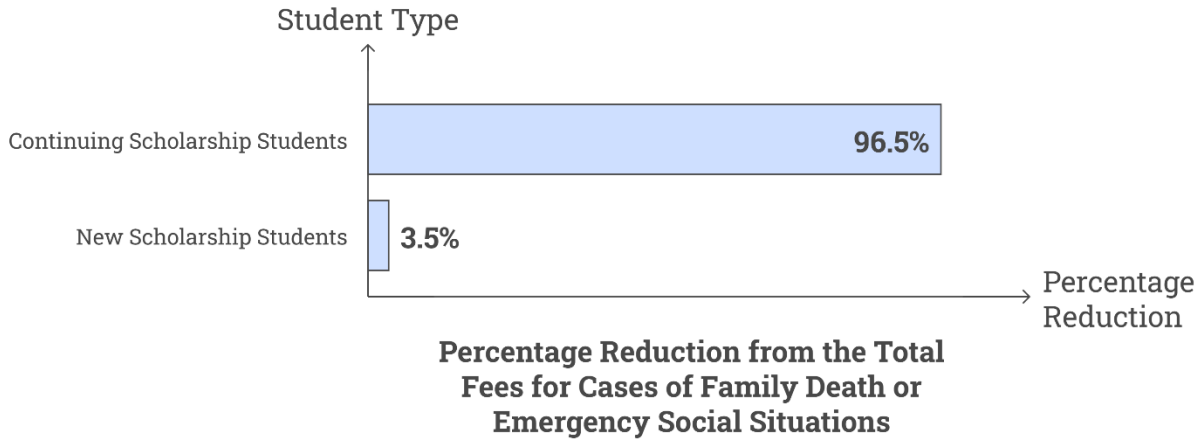
A total of **38 scholarships** were awarded in the Academic **Year 2024/2025**.

https://www.miuegypt.edu.eg/scholarship2024-2025/

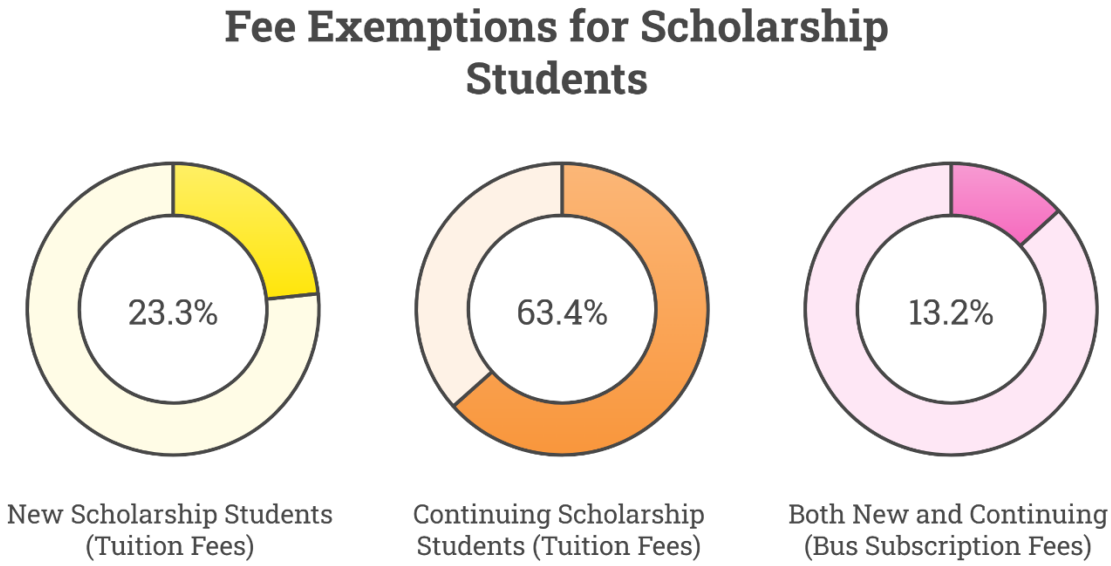
First: Exemptions for New and Continuing Scholarship Students.

1. Low-income students receiving scholarships (both new and continuing) were exempted from the following:
    a. Full tuition fees.
    b. Transportation fees (buses) for the entire duration of their studies until graduation.

Second: Reductions for Students in Cases of Family Death or Emergency Social Situations.

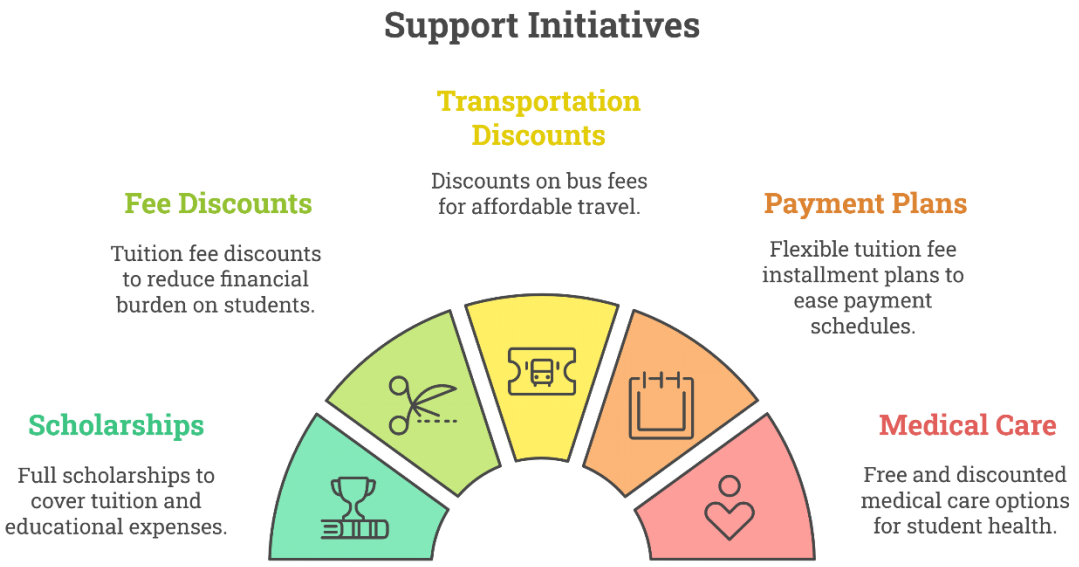


Percentage Reduction from the Total Fees for Cases of Family Death or Emergency Social Situations

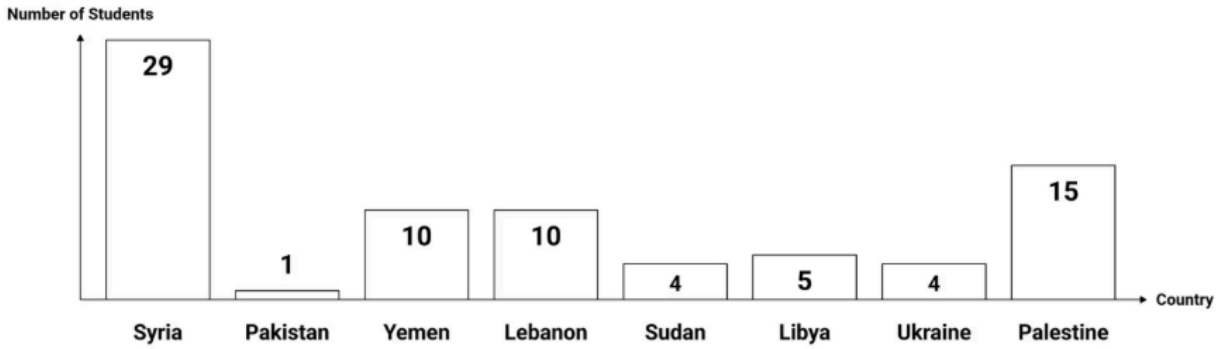


6. International Students

The procedures aim to support international students from countries with political issues (refugees), and students facing urgent social or health circumstances such as the death of a parent, chronic illnesses, or accidents, as determined by the Student Support Office.



The bar chart depicts the number of refugee students from politically troubled countries who received financial support



7. Female Students

A. Student Support Office

The Student Support Office ensures the well-being of female students through the following measures:

- Consideration of absences during pregnancy or childbirth, in coordination with the medical sector, and in accordance with applicable regulations.
- Rescheduling exams or required academic assignments during pregnancy or childbirth in coordination with the medical sector as per relevant laws.
- Acceptance of excuses for withdrawal from a semester or academic year due to pregnancy, childbirth, or accompanying a spouse on travel.

B. Medical Administration

The Medical Administration provides the necessary support for female students through the following actions:

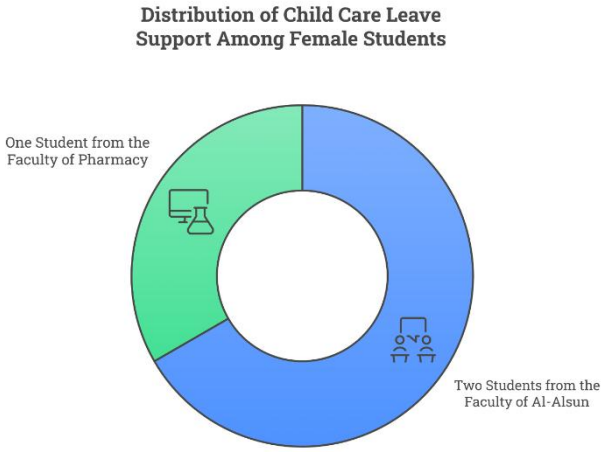
- Health monitoring of pregnant students at the university clinic with available resources, such as blood pressure and glucose level checks.
- Acceptance of medical excuses throughout pregnancy with submission of medical reports from the treating doctor (according to regulations governing such cases, while ensuring that the allowed absence limit is not exceeded).
- In cases of illness-related absence during exams, exams are rescheduled once the student's health improves and they are able to attend.
- If the treating doctor recommends a long medical leave, the student may withdraw from the semester until childbirth and return when able to resume studies, retain all grades, and defer fees to the next semester to avoid any financial burden on the student.

B. Supporting Schemes for Employees

1. Employee Affairs Committee

The Employee Affairs Committee was formed with selected members from all university faculties to review requests submitted by faculty members, assistant staff, and administrative personnel related to daily attendance and departure.

The committee granted a total of **1155 exceptions**.



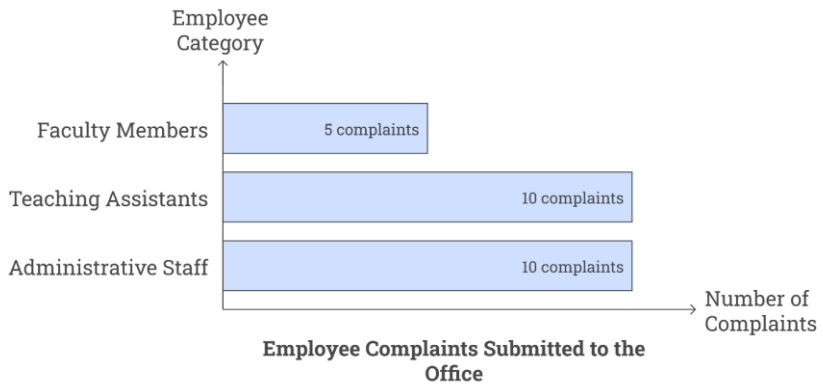
2. Employee Complaints Office

The Employee Complaints Office has been designated to receive and follow up on complaints from all university staff, ensuring that appropriate actions are taken to provide guidance and implement policies and programs related to diversity, equality, and human rights.





The bar chart displays the number of complaints submitted by staff members, teaching assistants, and administrative staff to the Employee Complaints Office and subsequently addressed.



3. Support for Employees with Special Needs and Chronic Diseases

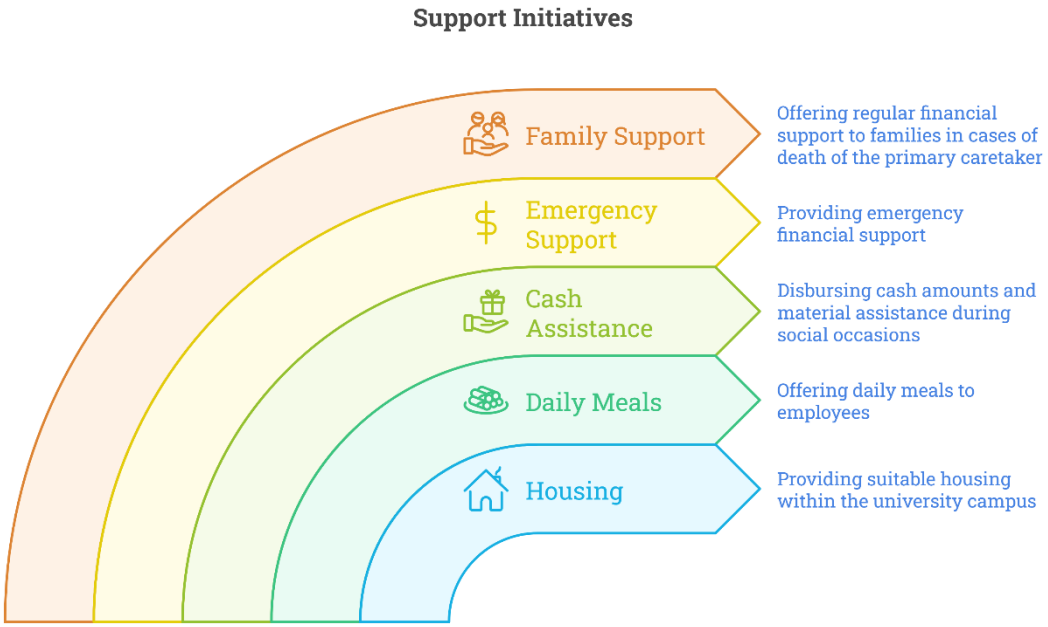
A total of **66 employees** received support according to their condition as illustrated in the figure below.



4. Support Initiatives for Low-Income Employees

The procedures aim to support appointed employees who come from provinces outside the university's geographic area as well as those facing emergency social or health circumstances, such as the death of relatives, chronic illnesses, or accidents, as determined by the Employee Affairs Department.

The procedures are illustrated in the figure below.



University Facilities

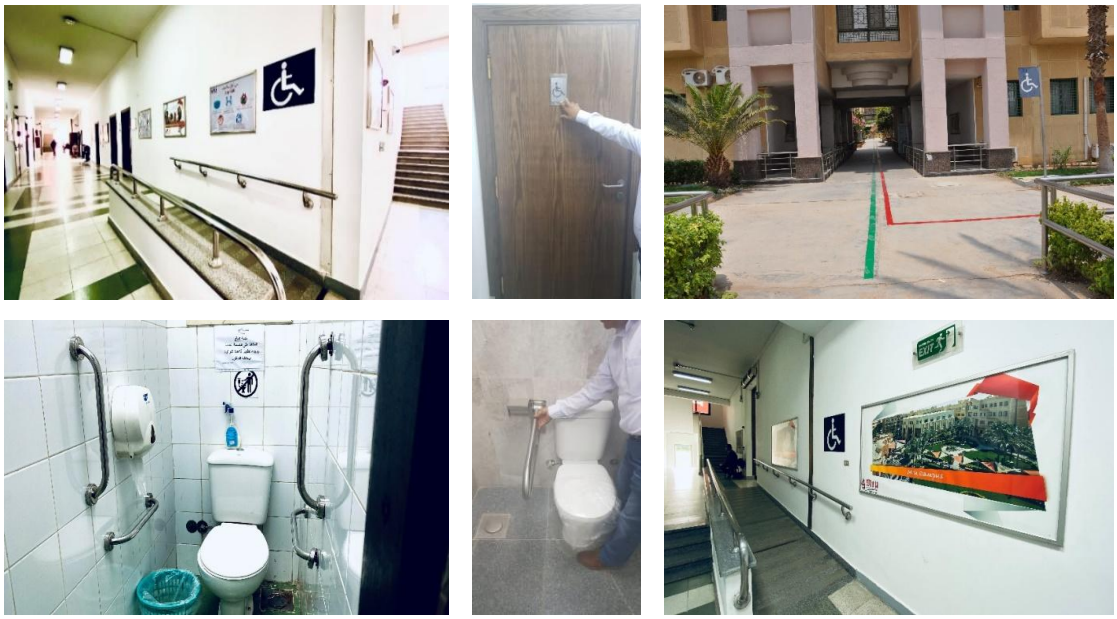
1. **Building Facilities**

All internal pedestrian pathways within the university campus as well as internal street intersections are equipped for use by individuals with special needs.

- Entrances to all buildings (ground floors) are equipped with ramps for accessibility to individuals with special needs.
- Some restrooms on the ground floors of all buildings are equipped for use by individuals with special needs, and during restroom renovations, adjustments are made to ensure they are suitable for such uses.
- The patient waiting area in the Dental Clinics Complex is equipped with special pathways and ramps for individuals with special needs. In addition, the complex has been equipped with two elevators of different sizes and capacities to accommodate the complex's needs. The executing company maintains these elevators under an annually renewed contract.
- In its commitment to community engagement and care for individuals with special needs, MIU has equipped a group of special-needs schools in the Ismailia Governorate with the specialized tools and equipment necessary for their educational process.

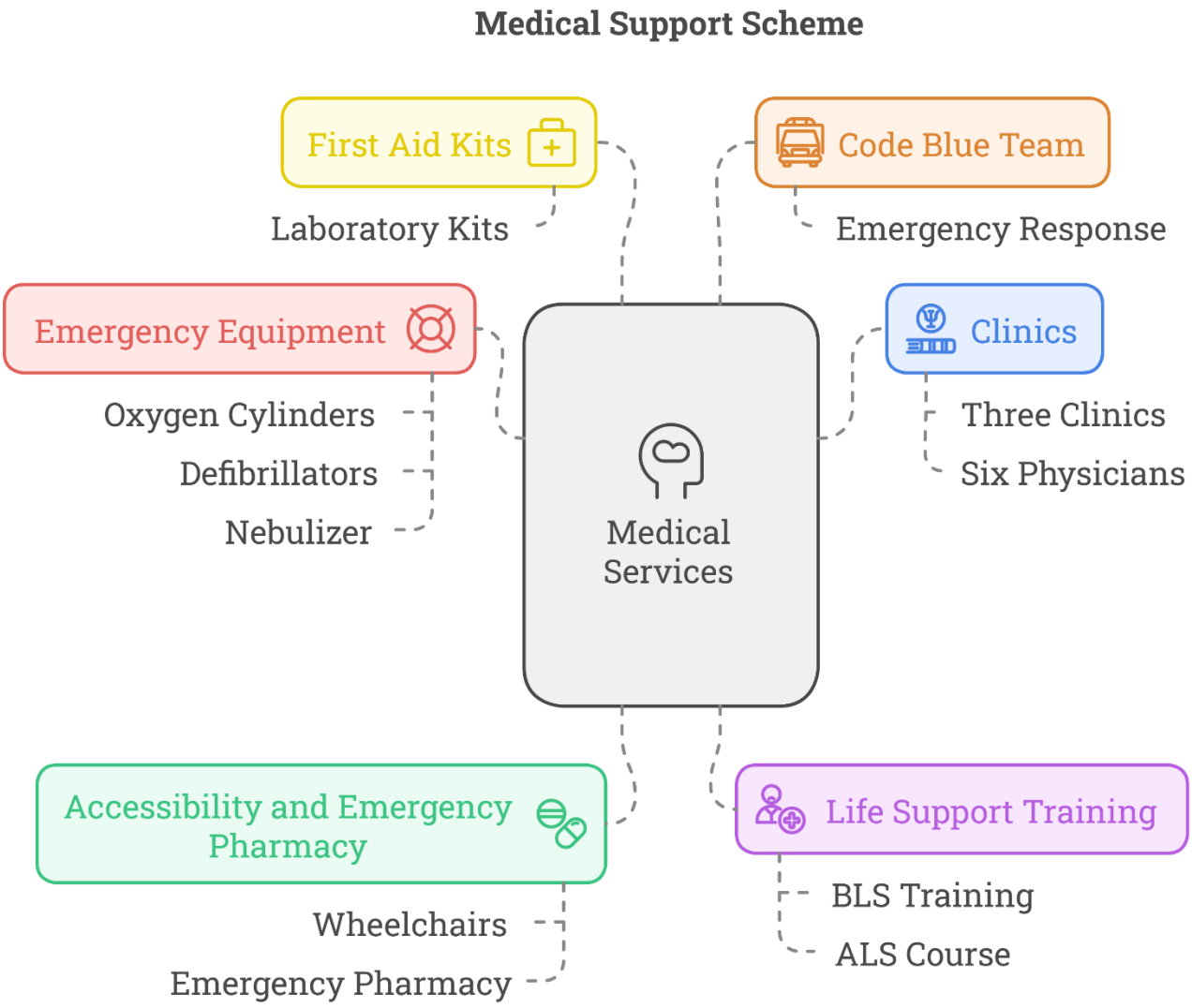
2. **Medical Facilities**

The following figure provides an overview of the available medical facilities, highlighting their types, distribution, and accessibility within the institution.



10.6.10

Adequately Funded Mechanisms for Inclusive Support at Misr International University (MIU)

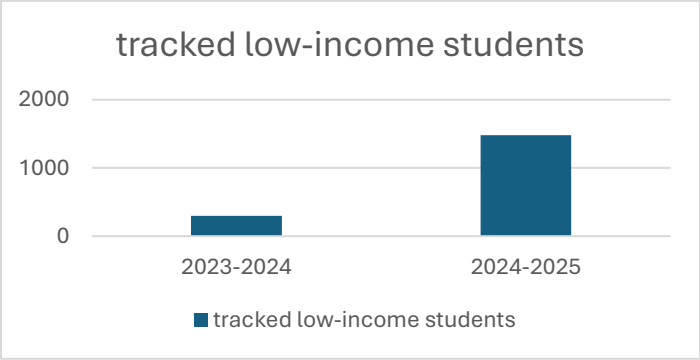


the institutional policies and operational data from the 2024-2025 academic year to verify the existence of adequately funded mechanisms for supporting underrepresented groups at MIU. The "Student Support Office" acts as the central tracking body, implementing a strategy that explicitly categorizes students to provide **"tailored financial, academic, and logistical support."**

1. Direct Financial Aid Mechanisms

The report provides clear evidence of revenue-reduction strategies and direct financial assistance, primarily targeting socio-economic barriers.

- **Tuition Fee Waivers:** The university implements a "Full / Partial exception from tuition fees" for low-income students. This represents a significant financial commitment by the university.
- **Emergency Funds:** A specific mechanism exists for "Emergency financial reductions," utilized for students who face sudden loss of a guardian or unexpected social hardships. This indicates the existence of a contingency fund or a flexible budget line item for crisis response.
- **Scale of Impact:** These financial mechanisms currently support **1481 tracked low-income students**, demonstrating that the funding is scaled to a large cohort. Tracking low income students include financial aid or postpone tuition fees



2. Funded Mechanisms for Disability Accommodations

Support for the **50 tracked students** with disabilities and chronic diseases relies on specific funded interventions rather than just policy adjustments.

A. Personnel and Operational Costs

- **Exam Support Staff:** The "Appointment of scribes/readers for exams" requires the allocation of human resources, implying a budget for proctoring staff or specialized assistants during examination periods.
- **Material Adaptation:** The "enlargement of exam papers" requires specific printing resources and administrative processing time, representing a recurrent operational cost.

3. Logistical and Auxiliary Funding

The university extends funding beyond academic fees to cover daily living and access costs.

- **Transportation Subsidies:** The report explicitly lists the "Coverage of transportation costs (bus services)." This is a funded mechanism that absorbs the daily commuting costs for eligible students throughout their entire study period until graduation, ensuring that physical access to the campus does not become a financial burden.

10.6.11

Institutional Anti-Discrimination and Anti-Harassment Policy and Measures

Misr International University (MIU) has established and maintains a comprehensive, mandatory **Anti-Discrimination and Harassment Policy**. This policy serves as the foundation for ensuring a safe, equitable, and respectful working and learning environment for the entire university body, including students, staff, faculty, and visitors.

https://www.miuegypt.edu.eg/policies/policies-summary/#policy04

The following table outlines the scope and mandate of the university's official policy:

Policy Aspect	Description and Scope
Policy Mandate	The university strictly prohibits discrimination, **harassment**, victimization, and bullying based on any protected characteristic (e.g., race, gender, religion, disability).
Prohibited Conduct	The policy explicitly defines **harassment** as "unwanted conduct." It also defines direct discrimination, indirect discrimination, and victimization (treating someone unfairly for making a complaint).
Application	This policy governs all university functions, including recruitment, admissions, and conduct on and off-campus where the university's reputation is involved.

1. Enforcement and Reporting: The Student Services Office (SSO)

To prove the policy is actionable rather than just theoretical, MIU has designated a specific administrative body responsible for receiving and processing reports of harassment and discrimination. This ensures that complaints are handled confidentially, justly and in accordance with institutional procedures.

Function	Designated Mechanism	Procedure and Role
Initial Reporting	**SSO Office** (Student Services Office)	Serves as the confidential intake point for student complaints and liaises with HR for staff/faculty complaints. Provides guidance on formal reporting.
Formal Investigation	**Internal Investigations Committee**	A multi-disciplinary committee led by a neutral HR or Legal representative conducts impartial investigations to ensure due process.
Consequences	**Policy Enforcement**	The policy outlines disciplinary actions for substantiated harassment violations, ranging from mandatory training to **expulsion (students) or termination (staff)**.

2. Proactive Awareness and Education Initiatives

MIU is committed to preventing harassment before it occurs through continuous education. The university ensures all community members are aware of their rights and responsibilities under the anti-harassment policy.

Event/Program	Target Group	Purpose and Public Evidence
Youth and Human Rights Seminar	Al-Alsun & Mass Comm Students	Educates students on fundamental human rights, specifically discussing the prohibition of discrimination and the promotion of dignity. https://www.miuegypt.edu.eg/youth-and-human-rights-a-seminar-for-al-alsun-and-mass-communication-students/
Mandatory Staff Training	All Staff/Faculty	Annual sessions covering the details of the **Anti-Discrimination and Harassment Policy**, emphasizing bias recognition and reporting procedures.

Event/Program	Target Group	Purpose and Public Evidence
SSO Office Orientation	New Students	Integrates policy awareness into Student Orientation, highlighting the SSO as a resource for confidential reporting and support. https://www.miuegypt.edu.eg/services-facilities/Student-Support-Office/