



الكلية الحديثة للبحوث والعلوم  
MODERN COLLEGE  
OF BUSINESS & SCIENCE



# Policy on: Women's Applications, Admissions, and Involvement

October 2024

Perspective	Institution		
Policy Owner	Associate Dean for Academic Affairs		
Developed By	Nivedita Ram		
Approval Body	College Board		
Policy History	First Introduced	Revised Date	Effective Date
Important Dates	30.10.2024		30.10.2024
Review Cycle	Every 3 years		
Email	<a href="mailto:adaa@mcbs.edu.om">adaa@mcbs.edu.om</a>		
Document No	MCBS-P-SP2-098 v1		

Revision			
	Date	Revised By	Major Changes
Revision 1			
Revision 2			
Revision 3			

## 1. Statement.

This policy is hereby developed to ensure an increase in women's representation in all areas of academic life, women's applications and participation in academic programs, increasing fair and inclusive entry processes.

## 2. Policy Purpose.

- 2.1 Ensure that women applicants are provided with equal opportunities in all admission and entry processes.
- 2.2 Remove barriers to women's participation in higher education, if any.
- 2.3 Provide support mechanisms such as mentorship and scholarships for women.
- 2.4 Monitor and promote women's participation in all programs at MCBS.

## 3. Definitions and Abbreviations.

- 3.1 **Gender Equity:** Fair treatment of men and women, ensuring equal access to resources and opportunities.
- 3.2 **Women's Participation:** Active involvement of women in academic, extracurricular, and leadership roles.

## 4. Stakeholders.

**This policy applies to:** All women stakeholders

## 5. Procedures.

The following stages are to be followed in implementing this policy:

### 5.1 Establishment of Easy Environment for Women's Applications, Entry, and Participation:

- 5.1.1 **Stage 1:** Human resource department shall ensure that admissions processes are gender-neutral, with transparent selection criteria.
- 5.1.2 **Stage 2:** The Academy, Sustainability center and Sustainability club shall promote outreach programs to encourage women's applications, especially in business fields.
- 5.1.3 **Stage 3:** Management shall provide scholarships and financial aid targeting women to improve access to higher education.
- 5.1.4 **Stage 4:** Sustainability center, and Student Center of Excellence shall offer mentorship and peer-support programs for female students.

### 5.2 Enforcement:

- 5.2.1 **Stage 1:** Human Resource Department / Department of Student Affairs shall regularly evaluate admissions process and update criteria to ensure inclusivity and support for women applicants, identifying and addressing any biases or barriers.
- 5.2.2 **Stage 2:** Human Resource Department shall provide staff training to increase awareness on gender sensitivity, unconscious bias and inclusive support for women throughout the admission process.

- 5.2.3 Stage 3:** Human Resource Department shall establish and enforce Disciplinary Actions for discriminatory behavior, ensuring a safe and inclusive environment for women.

## **6. Roles and Responsibilities.**

### **6.1 Admissions Office**

- Ensure fair treatment of women applicants and monitor gender ratios.

### **6.2 Department of Student Affairs**

- Support women's transition to academic life through counseling and mentorship programs

### **6.3 Human Resource Department**

- Provide training to all regarding gender sensitivity.

### **6.4 Sustainability Center, and Student Center for Excellence**

- Offer mentorship to female faculty, staff and students.

## **7. References.**

The development of this policy has, in a contextualized manner, benefited from the following documents:

1. <https://unric.org/en/sdg-5/>