



Instructions of the Creativity and Entrepreneurship Center

Issued according to scientific centers system (2020)

Article (1): These instructions are called "Instructions of the Center for Creativity and Entrepreneurship at Amman Arab University for the year 2021," and they shall come into force from the date of their approval.

Article (2): The following terms and phrases, wherever mentioned in these instructions, shall have the meanings assigned to them below, unless the context indicates otherwise:

University	:	Amman Arab University.
Law	:	The Jordanian Universities Law in force at the university.
System	:	The system of scientific centers in force at the university.
President	:	The president of the university.
The Center	:	Creativity and Entrepreneurship Center.
Council	:	Council of the Center.
Director	:	The director of the center.
Entrepreneurship	:	The desire to start a new business characterized by creativity to achieve economic returns.
Activity/ Activities	:	Creative and entrepreneurial projects, startup companies and operational clubs.
Service/Services	:	Creative services that are commercially marketable.
Incubators	:	A headquarters for start-up companies at the university, where creative projects are incubated.
Award	:	Amman Arab University Award for Entrepreneurial Business.

Article (3): The center is an administrative unit at the university and is linked to the president. Its objective is to provide a supportive environment for creativity and transform ideas into projects and models that are applicable on the ground, distinguished by their economic returns and support for creativity in various industrial and service fields to develop prototypes for commercially marketable products.



- Article (4):**
- A. The president, after seeking the opinion of the deans' council, forms a council called the "Center Council." The number of its members does not exceed (7) seven members with experience and qualifications, appointed by the president from inside and outside the university for a renewable period of one year. The president also chooses from among them a chair of the council.
 - B. The council exercises the powers exercised by the college council and department council as stipulated in the Jordanian Universities Law referred to above.
 - C. The council meets at least once every three months or whenever the need arises based on an invitation from the council chair or his representative.

- Article (5):** The center shall be managed by a director appointed by the president from among the members of the board for a renewable period of one year. The center shall consist of the following divisions:
- A. Entrepreneurship and Creativity Division.
 - B. Entrepreneurship Projects Division.

- Article (6):** The Center shall undertake the following:
- A. Providing entrepreneurship training workshops for students and community members in coordination with the Consultation and Training Center.
 - B. Helping students and members of the local community to transform their entrepreneurial ideas into viable, marketable and economically profitable projects.
 - C. Preparing, reviewing and evaluating the financial and material support required of startups with the aim of incubating them from the university to cover the costs of applying for a patent or copyright (if any) and accommodation expenses in the incubator and all services, such as engineering workshops, laboratories and consulting.
 - D. Assisting in collecting data for research published by faculty members related to creativity and entrepreneurship.

- Article (7):** The council allocates the Amman Arab University Award for Entrepreneurial Work, and this award is approved by the President.



Article (8): The center's share of the shares of the companies and pioneering projects emanating from it shall be as follows:

- A. (10%) of the company's shares to the supervisor.
- B. (15%) of the company's shares for the university.
- C. (75%) of the company's shares belong to the entrepreneur.
- D. If the incubation period is supported by an external funding source according to a special agreement with the Center, the shares shall be according to what is stated in the terms of that agreement.
- E. If the company wishes to benefit from one of the patents registered in the name of the university, the university grants the company a license to use this patent, and the company pays compensation to the university in exchange for this license, according to a license contract signed between them, and the said financial compensation is distributed between the university and the inventors of the patent in accordance with the signed agreement.

Article (9): The Deans Council decides on cases that are not provided for in these instructions.

Article (10): The Chair and the Director are responsible for implementing the provisions of these instructions.