


<b>Category</b>	Community Relations	<b>Policy Number</b>	UNI-COM-601	 جامعة زايد ZAYED UNIVERSITY
<b>Classification</b>	Public	<b>Version</b>	2.0	
<b>Responsible Office</b>	Provost	<b>Policy Owner</b>	Assistant Provost for Student Affairs	
<b>Date Approved</b>	29 May 2025	<b>Effective Date</b>	29 May 2025	
<b>Date Last Reviewed</b>	8 April 2025	<b>Due Date for Next Review</b>	29 May 2028	

## POLICY

### Digital Badges

#### 1. Purpose

This policy ensures that Zayed University digital badges are awarded in a manner that is consistent with University standards, integrity, and fairness.

#### 2. Scope of Application

This policy applies to all digital badges that are awarded in the name of Zayed University.

#### 3. Definitions

<b>Digital Badges</b>	Digital badges are a visual, verifiable representation of a skill, achievement, competency, or credential earned by an individual, which is issued managed, and shared electronically
<b>External Activities/Events</b>	Activities occurring outside ZU, such as community service projects, competitions, and conference presentations where participants represent ZU
<b>External Community</b>	Individuals or organizations outside of Zayed University with whom the University collaborates or engages for professional, academic, or community-related purposes
<b>Internal Activities/Events</b>	Activities held within ZU, such as leadership programs, workshops, competitions, volunteer opportunities, and athletic events
<b>Provost</b>	Provost and Chief Academic Officer
<b>University</b>	Zayed University
<b>ZU</b>	Zayed University

#### **4. Policy**

- 4.1** Digital badges are used to honor/recognize specific University-related achievements of ZU students, employees, and members of the external community.
- 4.2** Student Affairs serves as the custodian of the University-approved digital platform.
- 4.3** Each year, Student Affairs requests ZU colleges and units to submit a proposal detailing the number of badges they need for the upcoming academic year, along with their criteria, for review and approval.
- 4.4** The responsibility and accountability for the allocation of digital badges reside with Student Affairs.
- 4.5** The responsibility for establishing the criteria for a badge resides with the initiating college or unit requesting the badge, while the authority to approve the criteria resides with Student Affairs.
- 4.6** The initiating college/unit holds accountability and administrative responsibility for the digital badges they have been allocated.
- 4.7** Badges may be awarded for external and/or internal activities/events.
- 4.8** Digital badges are awarded to promote excellence in University-related activities, including academic, professional, volunteer, or extracurricular contributions by University students, employees, and/or members of the external community.
- 4.9** Digital badges may be awarded to:
  - a)** volunteers working to support activities on or off campus.
  - b)** individuals who have met with success in specific skill areas and/or have been awarded additional certification.

#### **5. Digital Badge Eligibility**

- 5.1** Any ZU student, alumni, employee, or member of the external community is eligible to apply for a ZU digital badge.
- 5.2** Applicants for digital badges must fulfil the specific badge criteria and provide the required evidence of completion.
- 5.3** The submission of a badge application does not guarantee that a badge will be awarded.
- 5.4** A digital badge is only awarded where the individual has fulfilled at least one of the following conditions:
  - a)** has excelled and made a significant contribution as a member of a youth group.
  - b)** has made a proven and significant contribution to the success of an activity/event.
  - c)** has achieved additional certification sponsored by the issuing unit.

- d) has accomplished something not mentioned above, is outside the curriculum, and has been approved by the initiating unit and Student Affairs.

## 6. Related Policies and Laws

N/A

## 7. Administration

This policy is administered by Student Affairs.

## 8. Revision History

Date	Revision	Ver.
23 June 2025	Chair of the Board Decision issued (PD#22 of 2025).	
29 May 2025	Approved by ARSAC.	2.0
8 April 2025	Endorsed by the UPSC subject to the following: <ul style="list-style-type: none"> <li>• Reword the definition of Digital Badges.</li> <li>• Reword 4.6 for greater clarity.</li> <li>• Add 5.4.d.</li> </ul> <i>(Actions completed)</i>	
5 March 2025	Endorsed by the Deans' Council.	
1 November 2024	<ul style="list-style-type: none"> <li>• Changed Policy Owner from Office of the Provost to Assistant Provost for Student Affairs.</li> <li>• Clarified the role of Student Affairs.</li> <li>• Updated the purpose for awarding digital badges.</li> <li>• Updated the eligibility requirements.</li> </ul>	
16 February 2023	Administrative change: <ul style="list-style-type: none"> <li>• Updated information header.</li> <li>• Updated policy number from ACA-STU-16 to UNI-COM-601.</li> </ul>	
17 June 2021	President's Decision issued (PD#31 of 2021).	1.0
19 October 2020	New policy drafted.	