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| **الجزء الأول** | | | | | | |  | **بيانات عضو هيئة التدريس** | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| الاسم | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | الرتبة العلمية | | | | | | | | | اختر | | | | | | | | الرقم الوظيفي | | | | | | | |  | | | | | |
| الكلية | | | |  | | | | | | | | | | | | | | | | | | | | القسم | | | | |  | | | | | | | | | | | | | | | | الجوال | | | | |  | | | | | | | | | | | | |

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| **الجزء الثاني** | | | | | | |  | **بيانات إجازة التفرغ العلمي** | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| رقم قرار مجلس الجامعة بالموافقة على إجازة التفرغ العلمي | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | تاريخ قرار مجلس الجامعة | | | | | | | | | | | | | | |  | |  | | هـ | | | | | |
| مدة إجازة التفرغ العلمي | | | | | | | | | | | | | اختر | | | | | | | اعتباراً من بدء | | | | | | | | | | | اختر | | | | | | | | | | من العام الجامعي | | | | | | | | | | | | | اختر | | | | | | | | | |
| عنوان البرنامج العلمي المتفرغ من أجله | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| تفاصيل البرنامج العلمي  **(نبذة مختصرة في حدود المساحة المتاحة فقط)** | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **يقوم عضو هيئة التدريس بتعبئة البيانات أعلاه ثم يرسل النموذج إلى رئيس القسم وعميد الكلية بالبريد الإلكتروني لاستكمال البيانات الخاصة بهما.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| **الجزء الثالث** | | | | | | |  | | **توصية مجلسي القسم والكلية** | | | | | | | | | | | | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  | |  |  | |  |  |  |  | |  |  |
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| قام المتقدم بإلقاء محاضرة علمية في القسم وعرض ما تم إنجازه وأبرز النتائج | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | نعم | | |  |  | | لا | | تاريخ إلقاء المحاضرة | | | | | | | | | | | | | |  | | |  | | | هـ | | | | | |
| ناقش مجلس القسم التقرير التفصيلي وتقرير المحاضرة العلمية وتحقق من التزام المتقدم بتنفيذ ما تفرغ من أجله وأوصى بالموافقة على التقرير | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | نعم | |  | | | لا | |
| ملاحظات | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| توصية مجلس القسم في جلسته رقم | | | | | | | | | | | | | | | |  | | | المنعقدة بتاريخ | | | | | | |  | | |  | | هـ | | | | | | اعتمد المحضر بخطاب رقم | | | | | | | | | | | |  | | | | | وتاريخ | | | | |  | | |  | | | هـ | | | | | |
| **اسم رئيس القسم** | | | | | | | |  | | | | | | | | | | | | | | | | | | | | **التوقيع** | | | | | | |  | | | | | | | | | | | | | | | **التاريخ** | | | | | | |  | | |  | | |  | | | | | هـ | | |
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| ناقش مجلس الكلية التقرير التفصيلي وتقرير المحاضرة العلمية وتحقق من التزام المتقدم بتنفيذ ما تفرغ من أجله وأوصى بالموافقة على التقرير | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | نعم | |  | | | لا | |
| توصية مجلس الكلية في جلسته رقم | | | | | | | | | | | | | | | |  | | | المنعقدة بتاريخ | | | | | | |  | | |  | | هـ | | | | | | اعتمد المحضر بخطاب رقم | | | | | | | | | | | |  | | | | | وتاريخ | | | | |  | | |  | | | هـ | | | | | |
| **اسم عميد الكلية** | | | | | | | |  | | | | | | | | | | | | | | | | | | | | **التوقيع** | | | | | | |  | | | | | | | | | | | | | | | **التاريخ** | | | | | | |  | | |  | | |  | | | | | هـ | | |

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| **تتضمن المستندات التي يجب إرفاقها عند رفع التقرير إلى المجلس العلمي ما يأتي:** | |
|  | 1. نسخة من محضر مجلس الكلية (صفحة الغلاف وصفحة بيانات الاجتماع والصفحة التي تحتوي الموضوع وصفحة توقيعات الأعضاء). |
|  | 1. نسخة من خطاب اعتماد محضر مجلس الكلية. |
|  | 1. نسخة من محضر مجلس القسم (صفحة الغلاف وصفحة بيانات الاجتماع والصفحة التي تحتوي موضوع التعيين وصفحة توقيعات الأعضاء). |
|  | 1. نسخة من خطاب اعتماد محضر مجلس القسم. |
|  | 1. نموذج تقرير إنهاء إجازة تفرغ علمي مكتمل البيانات. |
|  | 1. التقرير االمفصل ونسخة من الأعمال العلمية المنجزة (البحث المنشور أو المقبول للنشر يغني عن التقرير المفصل ويرفع نسخة منه مع إثبات النشر). |
|  | 1. تقرير رئيس القسم عن المحاضرة العلمية التي ألقاها المتقدم . |
|  | 1. نسخة من قرار مجلس الجامعة بالموافقة على إجازة التفرغ العلمي. |
|  | 1. أي مستندات أخرى يطلبها المجلس العلمي في حينه. |
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| **الجزء الرابع** | | | | | | |  | **للاستعمال الرسمي من قبل اللجنة الدائمة للبحث العلمي** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **عناصر تدقيق التقرير** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | **ملاحظات أعضاء اللجنة** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. توصيات المجالس مرفقة وصريحة ومعتمدة. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. نموذج تقرير إنهاء إجازة تفرغ علمي مرفق وبياناته صحيحة. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. التقرير المفصل مرفق (أو البحث المنشور أو المقبول للنشر). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. تقرير إلقاء المتقدم للمحاضرة مرفق. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. الأعمال المنجزة مطابقة لما تفرغ المتقدم من أجله. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. أنجز المتقدم ما تفرغ من أجله وفق قرار مجلس الجامعة. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. تم رفع التقرير خلال المدة النظامية (قبل نهاية الفصل الدراسي التالي). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **توصي اللجنة بقبول تقرير إجازة التفرغ العلمي المقدم لاكتمال المسوغات وإنجاز المتقدم ما تفرغ مان أجله** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | نعم | | | | | | | لا | | | | | | |
| حيثيات التوصية (إن وجدت) | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| اجتماع اللجنة الدائمة للبحث العلمي رقم | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | المنعقد بتاريخ | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |
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| **سكرتير اللجنة** | | | | | | | | | | | | | **التوقيع** | | | | | | | | | **التاريخ** | | | | | | | |  | **رئيس اللجنة** | | | | | | | | | | | | | | **التوقيع** | | | | | | | | | **التاريخ** | | | | | | | | | |
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