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| **الجزء الأول** | | | | | | |  | **بيانات المتقدم** | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| الاسم | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | الجنس | | | | اختر | | | | | العمر | | | |  | | | | الجنسية | | | |  | | | | | | | | | |
| الرتبة المتقدم لها | | | | | | | | اختر | | | | | | الكلية | | | |  | | | | | | | | | | | | | | | | | | القسم | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| مكان الميلاد | | | | | |  | | | | | | | تاريخ الميلاد | | | | | |  | |  | |  | | | | هـ | | نوع الهوية | | | | | |  | | | | | | | | | | | | السجل الدني | | | | | | |  | | | | | | | | |
| الجوال | | | | | |  | | | | | | | | | | | | البريد الإلكتروني | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| رقم الهاتف | | | | | |  | | | | | | | | | صندوق البريد | | | | | | |  | | | | الرمز البريدي | | | | | | |  | | | | | المدينة | | | |  | | | | | | | المنطقة | | | |  | | | | | | | | | |
| الحي | | | |  | | | | | | | | | الشارع | | | | |  | | | | | | | | | | | | | | | | | | | رقم المبنى | | | | | | |  | | | | | | | رقم الشقة | | | | | |  | | | | | |

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| **الجزء الثاني** | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | **المؤهلات العلمية** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | |  |  | | | |  |  | | |  |  | | | |  |  | | |  | |  | | |  | |  | | | | |  | |  | |  | |  | |  | |  | |  | | | |  | |  | |  | |  | | | |  | |  | |  | |  | | |  | | | |  | | |  | | | |  | | |  | |  | |  | |  | | | |  | |  | | |  | |  | | |  | |  | | |  | |  | |  | |  | | |  | |
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| **درجة البكالوريوس** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | |  | | | |  | | | | |  | | | | |  | |  | | |  | | |  | | |  |  | | | |  |  | | |  |  | | | |  |  | | |  | |  | | |  | |  | | | | |  | |  | |  | |  | |  | |  | |  | | | |  | |  | |  | |  | | | |  | |  | |  | |  | | |  | | | |  | | |  | | | |  | | |  | |  | |  | |  | | | |  | |  | | |  | |  | | |  | |  | | |  | |  | |  | |  | | |  | |
| اسم الدرجة | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الجامعة | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الكلية | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| القسم | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الدولة | | | | | | | | |  | | | | | | | | | | | | | | | | | | | التخصص | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | تاريخ الحصول عليها | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | |  | | | | |  | | | | | | | | | هـ | | | | |
| التقدير | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | | | | | | | | | طبيعة الدراسة | | | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | |  | |  | | |  | |  | | | | |  | |  | |  | |  | |  | |  | |  | | | |  | |  | |  | |  | | | |  | |  | |  | |  | | |  | | | |  | | |  | | | |  | | |  | |  | |  | |  | | | |  | |  | | |  | |  | | |  | |  | | |  | |  | |  | |  | | |  |
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| **درجة الماجستير** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  | | | |  | | | | |  | | | | |  | |  | | |  | | |  | | |  |  | | | |  |  | | |  |  | | | |  |  | | |  | |  | | |  | |  | | | | |  | |  | |  | |  | |  | |  | |  | | | |  | |  | |  | |  | | | |  | |  | |  | |  | | |  | | | |  | | |  | | | |  | | |  | |  | |  | |  | | |  | | |  | | |  | |  | | |  | |  | | |  | |  | |  | |  | | |  | |
| اسم الدرجة | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الجامعة | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الكلية | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| القسم | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الدولة | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | التخصص العام | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | التخصص الدقيق | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| تاريخ بدء الدراسة | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |  | | | | | | | | |  | | | | | | | | | | | | | هـ | | | | |  | | | |  | | |  | | | | | | | | | | | م | | | | | تاريخ الحصول على الدرجة | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |  | | | | | | |  | | | | | | | | | هـ | | | | | |  | | | | |  | | | | |  | | | | | | | | | م | | | |
| التقدير | | | | | | | | | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | طبيعة الدراسة | | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | | | | | | | | | | | | | نوع الدراسة | | | | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| عنوان الرسالة | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **درجة الدكتوراه أو ما يعادلها** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  | | |  | | |  | | |  |  | | | |  |  | | |  |  | | | |  |  | | |  | |  | | |  | |  | | | | |  | |  | |  | |  | |  | |  | |  | | | |  | |  | |  | |  | | | |  | |  | |  | |  | | |  | | | |  | | |  | | | |  | | |  | |  | |  | |  | | |  | | |  | | |  | |  | | |  | |  | | |  | |  | |  | |  | | |  | |
| اسم الدرجة | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الجامعة | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الكلية | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| القسم | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | الدولة | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | التخصص العام | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | التخصص الدقيق | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| تاريخ بدء الدراسة | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |  | | | | | | | | |  | | | | | | | | | | | | | هـ | | | | |  | | | |  | | | |  | | | | | | | | | | | م | | | | | تاريخ الحصول على الدرجة | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |  | | | | | | |  | | | | | | | | | هـ | | | | | |  | | | | |  | | | | |  | | | | | | | | | م | | | |
| التقدير | | | | | | | | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | طبيعة الدراسة | | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | | | | | | | | | | | | | نوع الدراسة | | | | | | | | | | | | | | | | | | | | | | | اختر | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| عنوان الرسالة | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **خاص بحاملي الزمالة** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  | | | |  | | |  | | |  |  | | | |  |  | | |  |  | | | |  |  | | |  | |  | | |  | |  | | | | |  | |  | |  | |  | |  | |  | |  | | | |  | |  | |  | |  | | | |  | |  | |  | |  | | |  | | | |  | | |  | | | |  | | |  | |  | |  | |  | | |  | | |  | | |  | |  | | |  | |  | | |  | |  | |  | |  | | |  | |
| تاريخ بدء التدريب السريري | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |  | | | | | |  | | | | | | | | | | تاريخ انتهائه | | | | | | | | | | | | | | | | | | | |  | | | |  | | | |  | | | | | | | | | | | | مدة التدريب السريري | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| **الجزء الثالث** | | | | | | |  | **آخر إنتاج علمي منشور** | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| عنوان الأبحاث المنشورة **( تكتب قائمة الأبحاث بطريقة APA أو أي نمط معتمد )** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | عدد الوحدات | | | | | | | |
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| **الجزء الرابع** | | | | | | |  | **الخبرات الوظيفية** | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **الوظيفة** (ترتب تنازلياً بدءً بآخر وظيفة يشغلها المتقدم ) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | من تاريخ | | | | | | إلى تاريخ | | | | | |
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| 2 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | هـ | | | |  | | هـ | | | |
| 3 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | هـ | | | |  | | هـ | | | |
| 4 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | هـ | | | |  | | هـ | | | |
| 5 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | هـ | | | |  | | هـ | | | |
| **يقوم المتقدم بتعبئة الجزء السابق ومن ثم إرسال النموذج عن طريق البريد الإلكتروني إلى رئيس القسم وعميد الكلية لاستكمال البيانات.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| **الجزء الخامس** | | | | | | |  | **للاستعمال الرسمي من قبل مجلس القسم ومجلس الكلية** | | | | | | | | | | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| يوصي مجلس القسم بالتعيين | | | | | | | | | | | |  | نعم | |  | لا | توصية رقم | | | | |  | | | | | | | | | | جلسة رقم | | | | |  | | تاريخها | | | |  | |  | | هـ | | | | اعتمد المحضر بخطاب رقم | | | | | | | | | | | |
|  | | | | | | | | | | | وتاريخ | | | |  | |  | | هـ | | | | التخصص العام وفق توصية المجلس | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| التخصص الدقيق وفق توصية المجلس | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **اسم رئيس القسم** | | | | | | | |  | | | | | | | | | | | | | | | | | | | **التوقيع** | | | | | |  | | | | | | | | | | | | | | **التاريخ** | | | | | |  | |  | |  | | | | هـ | |
| **يستكمل رئيس القسم تعبئة البيانات بالكمبيوتر ويرسل الطلب إلى عميد الكلية من خلال البريد الإلكتروني.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| يوصي مجلس الكلية بالتعيين | | | | | | | | | | | |  | نعم | |  | لا | توصية رقم | | | | |  | | | | | | | | | | جلسة رقم | | | | |  | | تاريخها | | | |  | |  | | هـ | | | | اعتمد المحضر بخطاب رقم | | | | | | | | | | | |
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| التخصص الدقيق وفق توصية المجلس | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **اسم عميد الكلية** | | | | | | | |  | | | | | | | | | | | | | | | | | | | **التوقيع** | | | | | |  | | | | | | | | | | | | | | **التاريخ** | | | | | |  | |  | |  | | | | هـ | |
| **يستكمل عميد الكلية تعبئة البيانات بالكمبيوتر ويطبع الطلب وتستكمل التوقيعات.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **تتضمن المستندات التي يجب إرفاقها عند رفع طلب التعيين إلى المجلس العلمي ما يأتي:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. نسخة من محضر مجلس الكلية (صفحة الغلاف وصفحة بيانات الاجتماع والصفحة التي تحتوي موضوع التعيين 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 طلب تعيين أعضاء هيئة التدريس من غير مبتعثي الجامعة مكتمل البيانات. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. نسخة واضحة من الوثائق (بكالوريوس، ماجستير، دكتوراه أو ما يعادلها). ويجب أن يسلم أصل هذه الوثائق إلى أمانة المجلس العلمي. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. نسخة من قرار معادلة الوثائق الصادرة من خارج الممكلة العربية السعودية. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. نسخة واضحة من السجل الأكاديمي لجميع المراحل الدراسية (البكالوريوس والماجستير والدكتوراه) ويسلم الأصل إلى أمانة المجلس العلمي. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. تقرير المحاضرة العلمية التي ألقاها المتقدم. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. تقرير فحص الرسائل العلمية الخاصة بالمتقدم. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. تقرير المقابلة الشخصية موقعاً من أعضاء لجنة المقابلة ومتضمناً جميع المحاور المحددة في القواعد التنفيذية لتعيين أعضاء هيئة التديس. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. قائمة بمنسوبي القسم موضحاً بها كافة البيانات المطلوبة وفق ما ورد في القواعد التنفيذية لتعيين أعضاء هيئة التدريس. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. خطاب من جهة العمل الحالية للمتقدم يثبت أنه حسن السيرة والسلوك وأنه غير خاضع لأي مساءلة ولم يصدر بحقه أي قرار تأديبي. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. نسخة من البحوث المنشورة **( الصفحة الأولى من البحث والتي تحوي ملخص البحث ووعاء النشر وتاريخ النشر ولا يرفق كامل البحث )**. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. قائمة بالأبحاث المقدمة للترقية (تبين العنوان ووعاء النشر وتاريخ النشر) في حال كان المتقدم قد تمت ترقيته إلى أي رتبة علمية في جامعة أخرى. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. السيرة الذاتية للمتقدم. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. نسخة واضحة من الهوية الوطنية. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 1. أي مستندات أخرى يطلبها المجلس العلمي في حينه. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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