**"Instructions to fill out the beginner's form"**

In order to speed up the process of terminating your application for consideration, please take into account the following instructions and complete all requirements so that your application is not rejected or delayed due to lack of information or documents:

1- All form fields are clearly and completely filled out and no field related to your request is left.

2- The application for scholarship must be received **45 days** before the beginning of the study or program.

3- The application is sent with all the required forms and documents and **arranged in the following sequence:**

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| 1.      The dean's speech (explaining the approval of the department council and the college council).2. The full scholarship information form is complete for all fields related to the application.3. A copy of the decision to start/terminate the mission (for those who have already been invited).4. Pledge to work after the mission is over.5. The guardian's letter of approval for the scholarships+ (in addition to the documents for the facilities described in the letter).6. Language Program Beginners :       A copy of the admission of the Language Institute of one of the recommended universities.       Print a photo page from the recommended universities page from the Higher Education website.7. For master's and doctoral students: a copy of the university's admission certified by the Cultural Attaché, and the study must be in the system of courses and research (New Route)).8. Qualifying image.9. Passport photo of the emitter and his companions (the scholarships and escorts can block the image).10. Visa image, and for American scholarships must be attached (I-20) to the emitter and his companions.11. Photo of the status card of the emitter, and in the event of escorts attached to the family card.12. The rest of the radiators that you see the importance of attaching them.13. Rated the university of its scholarship from (u.s.news) or Shanghai. |

with our wishes of luck to you

(Do not attach this page)

**Information form**

**(Lecturer - Repeater )**

College: Department:

**First: Information on (the emitter/emitter):**

          The name is quadrant:

          Date of birth: / / / 14H age: :

          Place of birth: City:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   |   |   |   |   |   |   |   |   |   |

          ID Number

          Source: Date: / / 14H.

          Means of communication: home phone: mobile: ...

email:

          Social status: (single. Married. \*Add a picture from the family card number of escorts ( ).

          The name of the job (assigned/assigned) on it: its number:                                                    ).

          Appointment decision number: ( ) date: / / 14 H.

          Live date: / / / 14H.

          File number: (                                                                                                             ).

**Scientific qualifications:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **M** | **Degree** | **Specialization** | **Who got the qualification?** | **Place** | **Senior year** | **Appreciation** |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |

**II- Information about its affiliate (emitter/emitter): (all fields must be filled)**

(1) College/Management: Section:

(2) Scientific specialization approved by the Section Council:

(3) Number of Saudi faculty members: ( ) non-Saudis:                           ).

(4) Number of lecturers: ( ).                                       ).

(5) The number of (scholarships/scholarships) externally to study the exact specialization (for the candidate/candidate):                                              ).

(6) The number of (scholarships/scholarships) internally to study the exact specialization (for the candidate/candidate):                                ).

(7) Number of (scholarships/scholarships) from the **department** to the same country: ( ) University: ( ) Section: (                                     ).

(8) Number of (scholarships/scholarships) from the **college** to the same country: (University: ( ) Section:                      ).

(9) The number of Saudi graduates in the same section of the same country:           ).

**Information on the mission: (All fields must be mobilized )**

(1) Degree (scholarships/emitters) to obtain them:

(2) General specialization in Arabic: ............................................................................................................................................ In the language of the study: ....................................................................................................................

(3) The exact specialization in Arabic: ................................................................................................................................... In the language of the study: ....................................................................................................................

(4) The name of the section is in Arabic: ............................................................................................................................... In Latin letters: ....................................................................................................................

(5) The name of the League in Arabic: .................................................................................................................. In Latin letters: ....................................................................................................................

(6) University calendar points: .................................................................................................. Section calendar points: ..................................................................................................................................................................

(7) The name of the city in Arabic: .............................................................................................................................. In Latin letters: ...................................................................................

(8) The name of the state in Arabic: .................................................................................................................... In Latin letters: ....................................................................................................................

(9) The duration of the study in accordance with the decision to take care:                                ).

(10) Start date of study: / / / 14 H, corresponding / / 20 AD.

(11) The expected date for the current score: / / 14H.

**Information on previous missions and resolutions:**

(1) Have you ever been asked before this mission: ( ) no( ) yes (**attach a copy of the decision to take care of)**) .

The name of the university: ................................................................................................................................................................................................................................................ State: ..................................................................................................................................

Grade: By administrative decision No. ( ) and its date: / / 14H.

(2) Did (obtain/obtain) the required grade: ( ) yes ( ) no

(3) Has the scholarship been terminated before: ( ) no( ) yes; for the following reasons:

(   )  At the request of the emitter/emitter.

(   )  for not being able to continue studying.

(   )  Violation of regulations or instructions.

(   ) Proof that you stop studying without an acceptable excuse.

(   ) For not receiving the required qualification in the specified period.

By administrative decision No. ( ) and its date: / / 14H.

(4) Has the scholarship been extended before: ( ) no( ) yes and that is as follows:

1. Number of extensions for language fun: ( ) Total duration: (                    ) .

2. Number of extensions for the Master's Fun: ( ) Total duration: (                            )  .

3. Number of extensions for phD fun: ( ) Total duration: (.                               )  .

(5) Has the university been changed before: ( ) no) ) yes and that is as follows:

1. Number of times the university has changed to the master's degree( / for the PhD fun: )                      ).

(6) Has the specialization been changed: ( ) no( ) yes and that is as follows:

1. Number of times the specialty has changed for the master's degree (/for the phD :().

(7) Have you ever made a scientific trip: ( ) ) No ( ) yes and that is as follows:

1. Number of times you take a scientific trip to the master's degree (total durations))     )

2. Number of times you take a scientific trip to the Doctoral Fun ( total durations: ( ).

**Pledge to approve the guardian of the greeting / lecture on its scholarship**

I pledge: ID/residence number:(  )

Its history: / / 14 H source: **.**

 The guardian of the greeting/ lecture:

I agree to take her out of the Kingdom, and I will beaccompanying her at the mission headquarters for as long as possible. If this is not complied with, the university has the right to terminate the mission.

**I swear to god I have luck**

Name:

Kinship:

Signature:

Date: / / 14H

Certification of the reference to the validity of the seal signature

Name:

Job:

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| **Attachments:**-          A family card image with the original to match.-          The image of the marriage contract + a residence picture (for the non-Saudi husband) with the origin to match.-          Photo of the status card of the emitter.-          The status card image of the accompanying campus with the original to match.-          Fill out a pledge form to bring escort leave.-          If the facility is an employee, a regular document must be brought from his employer by agreeing to grant him an escort leave. |

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**Pledged**

I pledge: **...............................................................................................................** Who I work in:

Faculty/Management: **..................................................................................................................................................................................................**

The scholarship is by Prince Sattam Bin Abdulaziz University for a degree/

In the field/

To work at the university after I return from the mission for at least the duration of the mission.

**And on that I sign**

Signature: **..............................................................................................................................................** **Department/College Seal**

Date: / / 14H

File number: ( **...................................................................................** ).

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| **Division of Scholarships** |

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