**نموذج طلب القيام باتصال علمي**

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| **الجزء الأول** | | | | | | |  | **بيانات عضو هيئة التدريس** | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **الاسم** | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | **الرتبة العلمية** | | | | | | | | |  | | | | | | | | **الرقم الوظيفي** | | | | | | | |  | | | | | |
| **الكلية** | | | |  | | | | | | | | | | | | | | | | | | | | **القسم** | | | | |  | | | | | | | | | | | | | | | | **الجوال** | | | | |  | | | | | | | | | | | | |
| **التخصص العام** | | | | | | |  | | | | | | | | | | | | | | | | | **التخصص الدقيق** | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **تاريخ التعيين على رتبة أستاذ مساعد** | | | | | | | | | | | | | | | | | |  | |  | | هـ | | | | |  | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **هل سبق لك الحصول على إجازة تفرغ علمي؟** | | | | | | | | | | | | | | | | | | |  | | نعم | |  | | لا | | **مدتها** | | |  | | | | | | **تاريخ توصية المجلس العلمي بقبول التقرير** | | | | | | | | | | | | | | | | | | |  | |  | | هـ | | | |
| **هل سبق لك الحصول على فرصة اتصال علمي؟** | | | | | | | | | | | | | | | | | | |  | | نعم | |  | | لا | | **مدتها** | | |  | | | | | | **تاريخ توصية المجلس العلمي بقبول التقرير** | | | | | | | | | | | | | | | | | | |  | |  | | هـ | | | |

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| **الجزء الثاني** | | | | | | | | | | | | | | | | |  | | **بيانات الاتصال العلمي** | | | | | | | | | | | | | | | | | | | | | | |  |  |  |  |  | |  |  | |  |  |  |  |  | |  |  |  | |  |  | | |  |  |  | |  | |  |  | |  |  |  |  |  |  |  |  |  |  | | |  |  |  | |  |  | |  |  |  |  |  |
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| **نوع الاتصال العلمي** | | | | | | | | | | | | | | | | | | | | | | | | | إجراء بحث خلال العطلة الصيفية | | | | | | | | | | | | | | | | | | | | | | | | | مهمة اكتساب مهارات اللغة | | | | | | | | | | | | | | | | | | | | التدريس في الخارج | | | | | | | | | | | | | | مهمة علمية أخرى | | | | | | | | | | | | | |
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| **مدة الاتصال العلمي** | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | **تبدأ اعتباراً من** | | | | | | | | |  | | | |  | | | | هـ | | | | | | | | | **الموافق** | | | | | | | | | | | |  | | | |  | | | م | | | | | |
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| **عنوان برنامج أو مهمة الاتصال العلمي** | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **الجهة المستضيفة** | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **التصنيفات العالمية للجهة المستضيفة** | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **موجز عن برنامج أو مهمة الاتصال (ملاحظة: يجب إرفاق مستند مستقل يتضمن تفاصيل برنامج الاتصال العلمي وفق طبيعته، كما يجب أن يكون البرنامج أو المهمة محددة ولها مخرجات قابلة للقياس ولا تقبل برامج أو مهام من قبيل الاطلاع على الخبرات والتزود بالمعارف ودراسة فرص التعاون ونحو ذلك)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **أهداف الجامعة الاستراتيجية التي يرتبط بها البرنامج والأولويات البحثية التي يقع ضمنها** |
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| **تتضمن المستندات التي يجب إرفاقها عند رفع الطلب إلى المجلس العلمي ما يأتي:** | |
|  | 1. نسخة من محضر مجلس الكلية (يجب أن تنص التوصية على طبيعة الاتصال العلمي وتفاصيله ومدته ولا يكتفى بعرض مختصر). |
|  | 1. نسخة من خطاب اعتماد محضر مجلس الكلية. |
|  | 1. نسخة من محضر مجلس القسم (يجب أن تنص التوصية على طبيعة الاتصال العلمي وتفاصيله ومدته ولا يكتفى بعرض مختصر). |
|  | 1. نسخة من خطاب اعتماد محضر مجلس القسم. |
|  | 1. نموذج طلب القيام باتصال علمي مكتمل البيانات. |
|  | 1. مستند يتضمن تفاصيل برنامج أو مهمة الاتصال العلمي (تفاصيل البرنامج، الجدول الزمني للمهام التفصيلية، أهميته، أهدافه ومدى ارتباطها بأهداف الاتصال العلمي المقرة في القواعد التنفيذية، المخرجات المتوقعة من البرنامج والقابلة للقياس والتي سيحدد بناءً عليها إنهاء المهمة بنجاح). |
|  | 1. خطابات الدعوة المقدمة من الجهات العلمية المستضيفة ويجب أن يبين فيها طبيعة البرنامج وتفاصيله وطول فترة الاستضافة. |
|  | 1. نسخة من الصفحة الأولى للأبحاث المنشورة أو خطابات قبول النشر للأبحاث غير المنشورة. |
|  | 1. نسخة من قرارات الموافقة على مهام الاتصال العلمي وإجازات التفرغ العلمي السابقة (إن وجدت). |
|  | 1. نسخة من قرارت المجلس العلمي بالموافقة على إنهاء مهام الاتصال العلمي وإجازات التفرغ العلمي (إن وجدت). |
|  | 1. بيان بالأعمال التي تطبيقها فعلياً نتيجة مهام الاتصال العلمي وإجازات التفرغ العلمي السابقة (إن وجدت). |
|  | 1. أي مستندات أخرى يطلبها المجلس العلمي في حينه. |