The background of the cover features a grayscale image of a graduation cap (mortarboard) resting on a globe. The globe shows the continents of Asia and Australia. The scene is set against a blurred background of what appears to be a graduation ceremony with lights. The entire image is framed by large, overlapping geometric shapes in shades of green and dark blue. A semi-transparent white box with a light gray border is centered over the image, containing the title text.

Guide for scholarship students after graduation



Dear colleagues, esteemed returnees,

It is with great pride that we welcome and celebrate the return of the ambassadors of our nation, the ambassadors of knowledge and the builders of the future. Your return brings joy to us all.

I am pleased to welcome you to the halls of your university and to congratulate you on the achievements you have made that illuminate your paths and honor your homeland. During your years of study abroad, you were ambassadors of knowledge, carrying the banner of our nation in the fields of learning. Today, you return enriched with experiences and insights that will enhance your intellect and increase your distinction.

Your return represents a significant addition to the university's journey and reinforces our collective determination to serve research and innovation. It emphasizes that investing in people is the greatest investment for the advancement of our nation. We warmly welcome you among your academic families and community, and we look forward to having you as partners in shaping the future and contributing to development in all its aspects. We pray that God blesses your contributions and makes you beacons of knowledge, generosity, and giving.

Prof. Dr. Hassan bin Yahya Al-Fifi



Speech by the Vice Dean of Graduate Studies for Scholarship and Training Affairs

Dear colleagues,

I congratulate you on this achievement, and we are all proud of your return to our homeland safe and adorned with successes. We warmly welcome you among us to contribute to the building of this great institution. I would like to take this opportunity to present to you this guide that outlines the first steps on your journey.

I ask Allah, the Almighty, to benefit from your knowledge and bless you.

Dr. Ghada bint Suleiman Al-Maraik

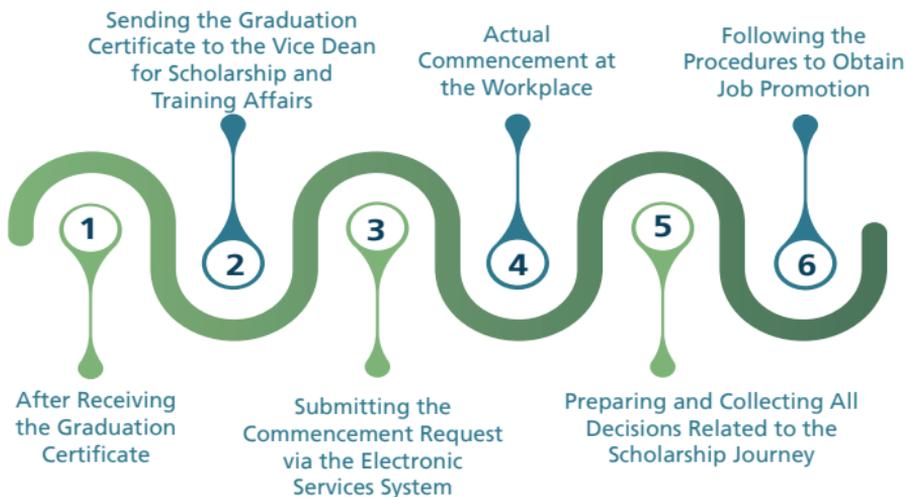
Deanship of Graduate Studies Services

The Graduate Studies Deanship, represented by the Vice Dean for Scholarship and Training Affairs, aims to raise awareness among returnees from scholarship programs about the necessary procedures and the services provided by the university through this guidance manual.

Procedures for Completing the Scholarship File at the Vice Dean for Scholarship and Training Affairs After Graduation:

- ▶ Procedures for requesting job promotions after obtaining the targeted degree.
- ▶ Procedures for requesting housing units.
- ▶ Obtaining all decisions issued regarding the scholarship recipient throughout their scholarship journey.

The graduate who has the degree after the scholarship must do the following



Specialists for Each Procedure



Procedures for Applying for Job Promotions

Position of Lecturer

Permanent Committee for Instructors and Lecturers

Position of Assistant Professor

Scientific Council

Procedures for Closing the Scholarship File at the Graduate Studies Deanship After Graduation

Vice Dean for Scholarship and Training Affairs, Graduate Studies Deanship

Procedures for Applying for Housing Unit Housing Administration

Obtaining All Decisions Issued Against the Scholarship Student During the Scholarship Period
Agency for Scientific Research and Innovation at the Scholarship College



Procedures for Closing the Scholarship File at the Agency of the Deanship of Graduate Studies for Scholarship and Training Affairs After Graduation

Procedures for Requesting Job Promotions

The request for job promotion is submitted to the relevant authorities based on the academic degree.

Prepare all decisions related to the scholarship process, including extension decisions, graduation documents, academic records, and equivalency certificates.

For Promotion to the Position
of Assistant Professor
Scientific Council

For Promotion to the Position
of Lecturer Permanent
Committee for Assistants and
Lecturers

How to Submit the Request for Promotion to Assistant Professor to the Scientific Council

Service Description

Assigned to the position of (assistant professor) for those who hold the position of (lecturer)

Access the Scientific Council System from the university's website.



Academic and research services



Scientific Council System

@iau.sa

Log in with your university email



Select the option for appointment as
Assistant Professor.



Fill out the form and attach the
required documents.

How to Submit a Request (Promotion to Lecturer) to the Permanent Committee for Assistants and Lecturers

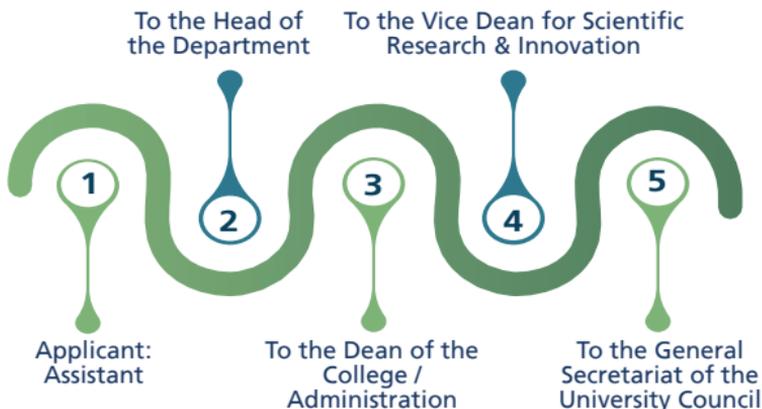
Service Description

Appointment to the Position of (Lecturer) for Those Holding the Position of (Assistant)

Service Workflow:

- * A letter from the Dean of the college or the administration, stating the recommendations of the departmental and college councils.
- * Filling out the specific forms for appointment to the position of (Lecturer) for those holding the position of Assistant.
- * A copy of the master's degree and the academic transcript.
- * A copy of the master's degree equivalency certificate if obtained from a university outside Saudi Arabia.
- * A copy of the scholarship approval or extension, if applicable.
- * A copy of the national ID.
- * A copy of the post-graduation employment form for the scholarship recipient.

Application Flow Mechanism



Conditions and Restrictions

-  The applicant must be a Saudi national
-  The applicant must have completed their scholarship phase in accordance with the regulations.
-  The applicant's age must not exceed 33 years.
-  The applicant must hold a master's degree or an equivalent qualification from a Saudi university or another recognized university through regular study. It is necessary to have the academic qualification evaluated for graduates from non-Saudi universities by the Credential Evaluation Committee at the Ministry of Education.

The current procedure for managing the service (attach any manual forms, if available):

The request shall be submitted and processed manually through the " Electronic Correspondence System " after completing all the required justifications.

Mandatory fields:

Complete all the justifications required to be attached to the assignment, taking into account the above terms and limitations.



Does the applicant have the right to cancel it after submission? **(No)**



Should the applicant be notified of the result via email? **(No)**

Note: The forms are available on the university's website on the page of the Vice President for Research and Innovation Office.

Procedures for Applying for a Housing Unit

Procedures for Applying for a Housing Unit

How to Apply for a Housing Unit

A housing unit in the university faculty housing complex is requested by submitting an electronic application through the university account.



Access to Administrative Services



Choice of housing services



Choose a housing request



Follow the steps and complete the required

Obtaining all decisions issued regarding the scholarship recipient

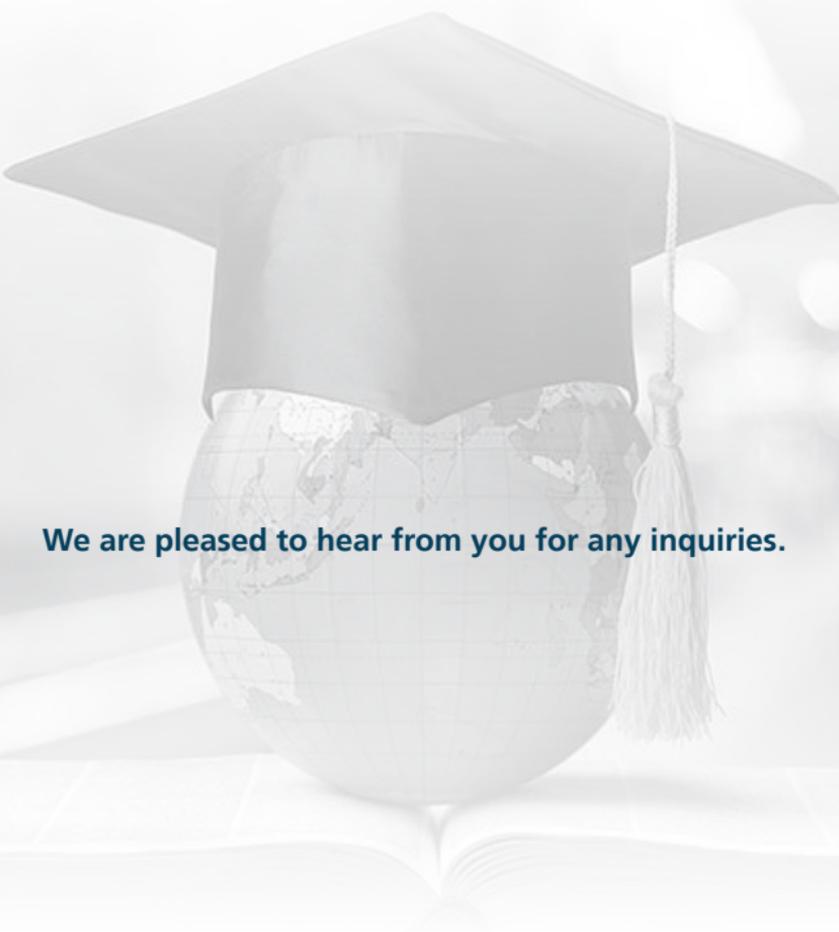
How to obtain all decisions issued regarding the scholarship recipient.

Graduation documents for internal scholarships

Contact methods for the staff of the Agency for Scholarships and Training In the case of internal scholarships for Imam Abdul Rahman bin Faisal University, the documents must be collected in person from the Graduates Unit office in the Graduate Studies Deanship building, Agency for Graduate Programs – Graduates Unit.

 Supportive Deanships,
Building D3
 2nd floor
 East Campus

Note: It is necessary to provide the Scholarships and Training Agency's Reports and Statistics Unit with a copy of the document via the unified email DGS.RSU@iau.edu.sa to close the electronic file in the university's scholarship recipients database upon graduation.

A graduation cap with a globe as a base, resting on an open book. The globe shows a world map with a grid overlay. The background is a blurred indoor setting with bokeh light effects.

We are pleased to hear from you for any inquiries.



جامعة الإمام عبد الرحمن بن فيصل

IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY

وكالة عمادة الدراسات العليا لشؤون الابتعاث والتدريب
Vice Deanship of Postgraduate Studies for Scholarships and Training Affairs



MARKETING UNIT

وحدة التسويق

وكالة البحث العلمي والابتكار
Vice Presidency for Academic Research and Innovation