



Rules governing how to write, print and produce a scientific thesis

1. The letter shall be written in Arabic language free from grammatical and typographical errors and shall be accompanied by a full summary of no more than 500 words in both Arabic and English, and the letter may be written in a language other than Arabic (with the approval of the University Council), considering that it is free from grammatical and typographical errors and attached to a summary in Arabic.
2. The cover of the thesis shall be in olive green for the master's thesis and black for the doctoral thesis and writing in gold, and the cover and the inner cover contain the following information: (See the attached form No. (19-B))
 - A. The official letterhead information from the right in Arabic and the logo is emptied from the left.
 - B. The title of the message in the center of the top of the page (Simplified Arabic) or (Traditional Arabic) and its footer with the words:

Letter

(Introduction to the section To complete the requirements for obtaining the degree (Master / PhD *) in

As for the letters prepared in English, the following phrase is written:

A Thesis

Submitted to the Department of in Partial Fulfillment of the Requirements for the Degree of Master / Doctor of philosophy*) in

(Excluded from the specialization of Islamic studies where the word (Philosophy) is deleted).

- C. The name of the author of the message.
 - D. Year of issue.
3. The stub (see form) contains the title of the letter, then its author, then the year of issue.
 4. The next page of the inner cover page contains the thesis authorization form signed by the members of the discussion committee after the following statement: This thesis was discussed on // 14 AH and was approved. See attached form No. (17))
 5. The second page is devoted to the basmala.
 6. The third page is devoted to thanks and appreciation, and it is considered that it does not exceed two pages if it includes thanks and appreciation to King Abdulaziz City if the research 2/ is supported by the city.
 7. The numbering of the thesis starts from the introduction, then the sequence of chapters until the end of the Arab and foreign references, and the numbering of all pages is in the middle at the top of the page.
 8. Add a copy of the Arabic and English abstract at the end of the letter before the last page.
 9. The order of references, indexes and appendices shall follow the order recognized in each specialization, under the guidance of the competent department and the supervising professor.

To get the form in word format
You can scan the following barcode





جامعة الإمام عبد الرحمن بن فيصل

IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY

عمادة الدراسات العليا

Deanship of Graduate Studies

10. The thesis and abstract shall be printed on good white paper size A4 (29.7/21) and (simplified Arabic) or (Traditional Arabic) is used in writing the text in Arabic size 12, size 14 for headings and margins size 10, In English language (Times New Roman) font is used in size 12 for the body and 14 for headings, in darkblack and green or blue is allowed. In the case of headlines.
11. Leave one-and-a-half-line space in print and only on one side on the sheet.
12. A margin of 3.5 cm is left in the right of the page in letters written in Arabic, and in the left of the page in letters written in a foreign language, and the width of the other margins is 2.5 cm.
13. If the message is included maps, pictures or any other drawings, the materials used in it must be of a type that ensures that they remain in good condition, and they are the same in all copies of the message.
14. The term "table" is used to denote tabular data including computer-printed tables, while the term "format" is used to denote photographs, maps, graphs, and illustrations. Each table and shape have a number and a title to indicate it, and the number and title are placed above the table and below the figure, provided that the reference of its quotation, if any, is written.
15. 2 hard copies of the thesis and 2 copies of a CD are delivered, each disc includes three files in PDF format: the first file (containing the complete thesis so that the first page is the cover page of the letter), the second file (containing the cover page of the thesis in Arabic and an extract in Arabic) and the third file (containing the cover page of the thesis in English and an extract in English). "The abstract does not exceed one page (A4) at a rate of approximately 250 words." Form No. (19-B)
16. Deliver a copy of the CD that includes the extract of the thesis in Arabic and the extract of the message in English in the summer (Word), if it is according to the form n (19-c).



(Message Title)

(Simplified Arabic 22) Bold

or

(Traditional Arabic) Bold

letter

Introduction to the To complete the
requirements for obtaining
Degree (Master's / Doctor of Philosophy*) in

(Simplified Arabic 16)

or

(Traditional Arabic)

Preparation

(Simplified Arabic 18)

or

(Traditional Arabic)

(Full Name)

(Simplified Arabic 16)

or

(Traditional Arabic)

Year 14 AH corresponding to 20m

(Simplified Arabic 16)

or

(Traditional Arabic)

* Delete the word philosophy in the disciplines of
Islamic studies.



Title of Thesis

(Times New Roman 18)
Bold

A Thesis

Submitted to the Department of in Partial Fulfillment
of the Requirements for the Degree of Master / (Doctor of philosophy*)
in.....

(Times New Roman 14)

Submitted by

(Times New Roman 14)

Name of the Student

(Times New Roman 14)

14..... 20.....

(Times New Roman 14)

* In Islamic Studies specializations, the word of Philosophy is omitted.



Letter sub

The stub in Arabic
Font Type:
(Simplified
Arabic)
or
(Traditional Arabic)
(Font size as per width)

اسم الطالب

(عنوان الرسالة)
(ويمكن أن يكون أكثر من سطر)

Master / PhD

..... 14H
... .. 20m

The stub in English
Font Type:
(Time New Roman)
(Font size as per width)

Name of the Student

(Title of Thesis)

Master/ Doctor

14..... H
20.....G



Page Template

(Message Title)

Prepared by the student

(Student Name Quadrilateral)

This letter was discussed on // 14 AH and was approved.

Assistant

.....

Supervisor (if any)

.....

Panelists

Name

Signature

1.....

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2.....

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3.....

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4.....

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Thesis Abstract Editing Form



Editing For Scientific Thesis/Dissertation Form

English Version

Name(quadruple):	Academic ID:
.....
Degree (currently):	
Faculty:	Department:
Email:.....	Mobile phone:.....
Thesis title:	
Keywords:	1- 2- 3- 4- 5-

Abstract:

Conditions that must be met in the extract:

- The Abstract is a part of IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY theses.
- It doesn't exceed 300 words.
- It is ready for publication.
- It is proposed in both languages Arabic and English.
- Submitting soft copy (Microsoft Word , PDF ) of the Abstract for Deanship of Graduate Studies.