**Professor/ Associate Professor Eligibility Criteria and Document Checklist**

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| --- | --- | --- | --- |
| Applicant’s Name |  | ID No. |  |
|  | | | |
| Department |  | Current Position |  |
|  | | | |
| Last Degree |  | Year |  |

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| S/No. | Eligibility Criteria | | | | | | | |
| **Requirements/ Criteria** | | **Units** | | | | **Eligible** | |
| **Yes** | **No** |
| 1 | **Qualification**  Candidate must be a Ph.D. holder | | | | | |  |  |
| 2 | **Current Position**  Candidate must hold a position of an Assistant/ Associate Prof. | | | | | |  |  |
| 3 | **Teaching Experience**  Candidate must have 4 years teaching experience as an Assistant/ Associate Prof. | | | | | |  |  |
| 4 | **College & Community Level Contributions**  Candidate should have university/ college / community level contributions | | | | | |  |  |
|  | | | | | | | | |
| 5 | **Research Publications**  6 units for Professor (3 of which must be single authored)  4 units to for Associate Professor (2 of which must be single authored) | | | | | | | |
| If single author;  One unit for each publication | | | X 1 | |  | | |
| If two authors;  ½ unit for each publication | | | X ½ | |  | | |
| In case of more than two authors; ½ unit for the principal author & ¼ unit for others for each publication | | | (X½ ) | (x1/4) |  | | |
| If more than two authors for collective work;  ¼ unit for each author for each publication | | | (x1/4) | |  | | |
| **Total Units** | | | | |  | | |
|  | | | | | | | | |
| 6 | **Conference/ Seminar** | | | Max 1 | |  | | |
| 7 | **Text Books** (Prior approval by the Scientific Council) | | | Max 1 | |  | | |
| 8 | **Grand Total** | | | | |  | | |
| Observations/Comments | |  | | | | | | |
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| **Recommendations** |  |
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**Reviewers**

Dr. Abdulwahab Shmailan Dr. Yunusa Umar

Dr. Abdullahi A. Masud Dr. Asan Vernyuy Wirba

Dr. Fares R. Al Mushref Mr. Syed Yasir Munawar

Dr. Mohamed Elzagheid

**Document Checklist**

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| --- | --- | --- |
| **Sr. #** | **Documents/ Requirements** | **Available** |
| **1** | **Copy of the appointment letter of current position** |  |
| **2** | **Copies of the academic certificates** |  |
| **3** | **Updated Curriculum Vitae** |  |
| **4** | **Copy of master and doctorate theses** |  |
| **5** | **Scientific Council’s approval letter for book publication** |  |
| **6** | **Letter from publisher for accepted publication** |  |
| **7** | **Five copies of each research paper/manuscript** |  |
| **8** | **List of referees in the same field of specialization (not less than 8 )** |  |
| **9** | **Pledge** |  |
| **10** | **Application form** |  |
| **11** | **Department Council’s approval** |  |
| **12** | **College council’s approval** |  |
| **13** | **Approval letter from Managing Director** |  |