**Form(4) Forming and Scheduling a Discussion Committee for Master’s Students**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date: / /** | **Issued document no.** | **Department** | **Faculty** |

**1- General details:**

##### **1- معلومات عامة:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Faculty of admission details** | | **Student details** | |
|  | Registered since semester/year |  | Name |
|  | Student covered hours |  | Student number |
|  | Thesis hours registered |  | Semester and academic year |
|  | Semesters covered in the university |  | E-mail |
|  | Student is eligible for thesis examination |  | Phone number |
|  | Dean of admission signature |  | Student signature |
|  | Date |  | Date |

|  |  |
| --- | --- |
|  | **Thesis title in Arabic** |
|  | **Thesis title in English** |

**Suggested discussion committee: The committee consists of:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Workplace** | **Specialty** | **Academic degree** | **Name** | **Number** |
| **1** |  |  | **Supervisor** | **1** |
| **2** |  |  | **Co-supervisor (if available)** | **2** |
| **3** |  |  | **Internal examiner** | **3** |
| **4** |  |  | **Internal examiner** | **4** |
| **5** |  |  | **Internal examiner** | **5** |
|  | | | | |

**Suggested time and place for examination:**

|  |  |  |
| --- | --- | --- |
| **Time** | **Date** | **Day** |
|  | | **Venue** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Recommendations of the graduate studies committee in the faculty** | | **Recommendations of the graduate studies committee in the department** | |
| Doesn’t recommend approval 🞎 | Recommends approval 🞎 | Doesn’t recommend approval 🞎 | Recommends approval 🞎 |
| Date: / / | Session number | Date: / / | Session number |
| Head of committee signature: | | Head of committee signature: | |

**Decision of the faculty of graduate studies committee:**

|  |  |
| --- | --- |
| **🞎 Non approval** | **🞎 Approval** |
| Head of committee signature: | Date: / / Session number |

Copy for:

The chair of the committee of graduate studies in the department

The chair of the committee of graduate studies in the faculty

The dean of admission and registration.