

## **Procedures for providing grants and benefits**

1. The student fills out Form No. 40 and signs the pledge, according to the rules.
2. Form No. 43 is to be filled out by the student's work supervisor or the head of the department
3. A letter from social security, a sealed bachelor's transcript and a registration receipt must be attached.
4. All applications for advanced students are collected after making sure of the complete information and signed by the student's supervisor, the head of the department and the head of the studies committee in the college and then sent to the College of Studies.
5. At the end of the semester, the head of the department or the work supervisor fills in Form No. 45, and the student attaches his transcript for the current semester, stamped and signed by the supervisor of his work, the head of the department, and the dean of the college and sent to the College of Graduate Studies in the college to complete the procedures.