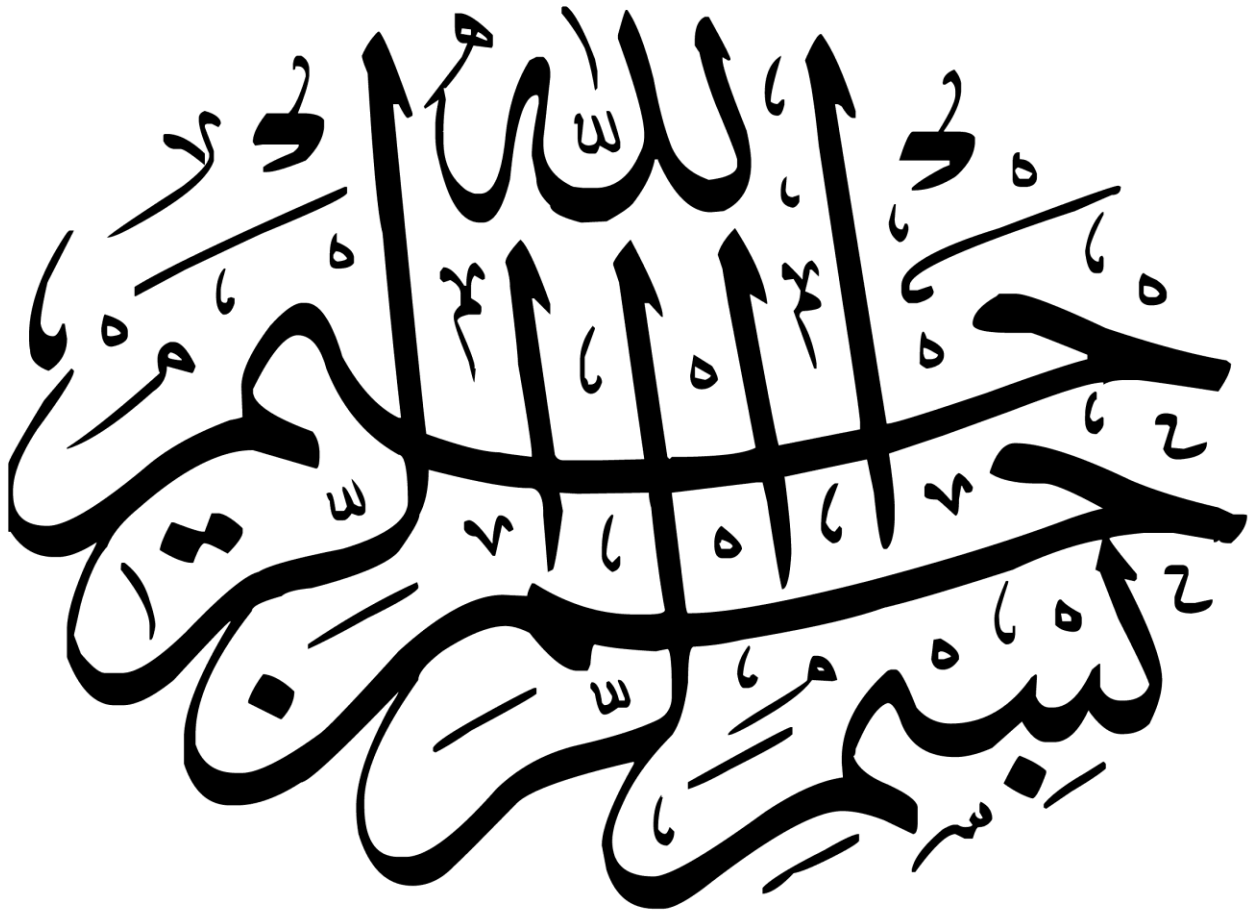


**Kingdom of Saudi Arabia
Ministry of Higher Education
Majmaah University
Faculty of Science, Zulfi**



Excellence Awards For Students



Preface

In the almighty of God, prayer and peace be upon the Messenger of Allah and his family and companions.

The Faculty of Science at Majmaah University keen to encourage the excellence, and appreciate the students in various departments.

Awards are one of the mechanisms to encourage and motivate students in any sector to increase productivity and achieve quality work. Awards are the means for estimating the efforts of the individuals in the provision of services at a higher level of achievements or distinct contributions. The pursuit of continuous development is the keen Faculty of Science to provide Awards of Excellence for students. The aim of these awards to the appreciation of their efforts, and honor them for their contributions and achievements of creative value in the field in which they study in order to attain high levels of achievement in academic and administrative aspects and reflected on the outcomes of the college and its contributions to community service.

Awards of Excellence include five branches for the students, the first in the field of academic Excellence, the second in the field of student Leadership, the third in the field of student activities, the fourth in the field of scientific achievement, and the fifth in the field of educational activity.

It has been worked out on the development of standards and mechanisms for these awards including nomination provides an opportunity for all to stand in accordance with the regulations and standards and to ensure fairness and transparency.

Dr. Mohammed Bin Saleh Al- Aboudi
Dean of the Faculty of Science

Contents

Definition of Excellence Award	5
Vision	5
Mission	5
Objectives	6
Target	6
General Provisions	6
Candidate qualities	7
Value of the award	7
Excellence Award for student	8
Definition of the Award	8
Target	8
Vision	8
Mission	8
Objectives of the Award	8
Nomination conditions	9
Nomination mechanisms	9
Value of the award	13
Appendixes	14
Application form for the Excellence Award for student in academic field	15
Application form for the Excellence Award in student leadership	18
Application form for the Excellence Award in student activities	21
Application form for the Excellence Award for student in scientific achievement	24
Application form for the Excellence Award for student in learning activity	27

Excellence Awards

Definition of Excellence Awards

The Excellence Awards program seeks to achieve quality in the Faculty of Science at Zulfi under the supervision of the Vice Dean of the development and quality and the auspices of the Dean of the College, Dr. Mohammed Bin Saleh Al –Aboudi. This award reflects the appreciation of the college and its recognition of the efforts of the faculty staff members and students. Launched the idea of granting the medal of Excellence of the Faculty of Science; platinum, diamond and gold medal to consolidate a culture of excellence, resettlement, the dissemination of the concept of quality and achievement standards in higher education, and the search for the permanent development and attention to member players in the university community, and work on the appreciation of their efforts, and their distinctiveness.

The Medal of Excellence is annual prizes awarded at the Faculty level, according to specific conditions and compatible with the concepts of quality and excellence. Concerning the award is subject to strict criteria when evaluating candidates in various stages. The college is keen represented in the awards committees at various levels to employ all the potential to keep pace with the level of hopes and aspirations and achieve the desired goals. Receive the medal under the auspices of Dean and his continued support, and the direct supervision of the Vice Dean of development and quality.

Vision:

Develop the leadership quality at national and international level.

Mission:

Appreciate the achievements of the faculty students, contribute to creating a strong competitive environment in different fields, and promote the upgrading of scientific outputs, which build a knowledgeable society.

Objectives:

- 1 - Achieve excellence in the performance of the students of the college to improve the academic work, education, and the administrative standards of quality.
- 2 - Induction on positive competition between students for innovation and excellence in the achievement in various fields.
- 3 - To encourage academic departments to compete in performance, and achievement in various academic fields.
- 4 – To appreciate the students for educational achievement and creativity.

Target:

All students of the Faculty of Science at Zulfi are our target.

General Provisions:

- 1 - Any student has the right to nominate himself or someone else for the award.
- 2 – Any department has the right to nominate itself or any student of the department.
- 3 - The right to run for one award, but have no right to run for more than one award at the same time.
- 4 - Does not accept the nomination if no candidate achieves 60% of the degrees of the criteria for the award.
- 5 - Each department nominates only one candidate for each award among the five awards.
- 6 - Does not accept the nomination in any branch of the award which is not completed all the forms and attach all required attachments.
- 7 - Files that did not meet the requirements set forth in the regulation are excluded.
- 8 - Those who won a prize in a previous period have the right to apply for another award after two years.
- 9 - All actions of the secretariat of the award nomination are in the strictest confidence, and the results of screening of candidates announced only after approval of the owner of the power.
- 10 – The secretariat should not re-nominate prize or enclosures to complement the shortcomings.

11 - The Standing Committee of the Excellence Award selects the winners at the college level.

12 - The process of differentiation between the candidates on the basis of its contents and the files provided to achieve the standards set forth regulations and provisions.

13 - The deadline for the delivery of nomination applications should be considered and do not consider late applications.

Candidate qualities:

There are a number of qualities that should characterize candidate:

- Belonging to the area of work, and dedication to work.
- A commitment to professional ethics and controls.
- Desire to develop the capabilities in the areas of scientific, professional, research and technology.
- Possesses the skills of conversation and positive interaction with others.
- The candidate should not have irregularities or disciplinary councils.
- Have the skills to employ technology effectively in their respective fields and diverse.
- Provide service to different segments of society.

Award value:

The college offers three medals awarded for each of the five prizes. They are distributed as follows:

First: Platinum Medal of excellence + cash prize

This medal is given to first winner of the students in the field of academic excellence, excellence in the field of student leadership, excellence in the field of student activities, excellence in scientific achievement, and excellence in the field of educational activity.

Second: Diamond Medal of excellence

This medal is given to the second winner as mentioned above areas.

Third: Gold Medal of excellence

This medal is given to the third winner as mentioned above areas.

Excellence Award for student

This award is an annual prize awarded by the student who shows excellence in several fields and meets the criteria adopted for the award. This prize aims to spread the fair competition among college students, and encourages them to excel in the field of academic, scientific research, creativity, and active participation in student activities.

Target:

All excellence students of the Faculty of Science at Zulfi are out target.

Vision:

Seek to highlight the excellence students in various fields, and motivate them to reach the super degrees of creativity and achievement.

Mission:

Encourage excellence students and raising motivation to continue in academic excellence, educational attainment, and promote the concepts of excellence, and the consolidation of its culture in the university, and scientific research, and to raise the competition among students and access to direct energies towards scientific excellence in areas that serve the orientations of the developmental state.

Objectives of the award:

The award aims to achieve the following:

- Encourage the scientific competition among students, and encourage them to excel in their academic studies, and achieve the highest results in their education.
- Honor outstanding students in the various contributions, inventions and scientific achievements they earn, and outstanding research in which they participate in scientific conferences and symposia.

- Urged the students to get a scientific awards from universities and scientific and research centers or specialized scientific journals, and on the patenting of inventions and discoveries.
- Urged students to continuity in the development of self- interest and character attributes.

Nomination conditions:

There are a number of conditions and criteria of evaluation that should be on the excellence undergraduate student achievement:

- Browsing the areas of standards and the terms of the award to the candidate (not less than 60% of the degrees of the award criteria).
- Complete all the forms for the prize, and to provide evidence and documentation of achievements.
- The student must have spent at least four semesters at the university on a regular basis.
- The student must have spent four semesters after winning the prize for those who won in the previous session.
- The student must registered courses in the semester in which the candidate for the award.

Nomination mechanisms:

A - Personal nomination:

The student has the right to nominate himself through the following steps:

- Fill in an application form in the nomination aspects pertaining to the candidate.
- Attach his curriculum vitae explaining the various achievements.
- Attach two recommendation letters from the staff members of the department that the student belongs.
- Attach documented academic record.

Excellence Awards granted by the Faculty of Science

- Attach certificates and proof of student achievement that mentioned in the curriculum vitae.

B – The department nomination for the student:

Any member of the department has the right to nominate a student for the award through the head of the department, and the student provides documents as mentioned in personal nomination through the following steps:

1-The department or self-nominations for the excellence award for student are collected two weeks before the end of the first semester. The candidate should get at least 60% of the degrees of the standards of award according to the nomination form accompanied by the evidence.

2 – A committee at the department level named “the Excellence Award committee” is composed of three members, and is determined by the president of the commission not to be a member of candidates for the award, and holds the committee as follows:

- Review the nomination form and the development of appropriate grades on its clauses.
- Identify a student who got the highest grades in his capacity as a preliminary candidate.
- Raise the initial nomination of the council of the department and with full attachments.

3 – The council of the department discusses the subject of the following aspects:

- Ensure complete models of the nominations.
- Review of evidence and verification of compliance with the appropriate standards and grades that have been allocated to the terms of the revised standards.
- Conduct a trade-off between the candidates according to grades and the evidence.
- The board of the department conducts a ballot in the case of equal degrees of candidates.
- Council lifted its recommendation and nominations for the Dean of the College with full attachments.

4 - The recommendations for the awards exposed to the standing committee of the excellence award that is formed by decision of the college council and consisting of:

- Vice Dean for development and quality (chairman)
- Two faculty members that nominated by the faculty council.

- Secretary of the committee.

Their tasks are as follows:

- Receive files of candidates for the various branches of Excellence Award.
- Ensure that the candidates met the requirements of the awards, according to the criteria laid down regulations and provisions.
- Ensure regular nominations by completing the terms of the nomination of candidates.
- Review the evidence and verification of compliance with the appropriate standards and grades that have been allocated to the terms of the revised standards.
- Make sure justice nominations in the trade-off between the applicants.
- Make a trade-off between the candidates according to grades, and the evidence.
- The secretariat of the award to conduct a ballot in the case of equal degrees of candidates.
- Documenting the results of the nomination in the minutes, and determine the winners.
- Withhold the award when it is not fulfilled the criteria specified for any award or failure to complete the conditions and required documents.
- Files evaluate candidates in light of the standards set forth regulations and provisions for the nomination.
- Raise the results of the nomination to the Dean of the College with full documentation.

5 - Nominations results are displayed on the College Board to check the following:

- Ensure regular nominations of candidates by completing the terms of the nomination and approval.
- Review the evidence and verification of compliance with the appropriate standards and grades that have been allocated to the terms of the revised standards.
- Make a trade-off between the candidates according to grades and the evidence.
- The College Board to conduct a ballot in the case of equal degrees of candidates.
- College Board raises its recommendation and nominations for the award secretariat agent associated with the overall development and quality with full attachments during the first month of the second semester.

6 - The secretariat raises the award winners to the Dean of the college for approval.

7 – The Vice Dean for Development and Quality Chairman of the Standing Committee of the college awards announces winners of the college in all its branches.

Criteria for evaluating the Excellence Award for student:

There are several areas or fields for this award. Each one needs different requirements as follows:

1 - Excellence in academic field:

- Should completed 60 credit hours at least of his study plan and a grade point average of at least 4.5 out of 5 points.
- Good conduct.
- Should not have been subjected to any disciplinary decision.
- Mastery of dialogue and constructive debate.
- Has the ability to self-development and continuous learning through courses which he joined.
- Ability to persuade and influence and opinion, and self-confidence.

2 - Excellence in student leadership:

- Received a leadership position and work to bring about a significant change in the lives of other students.
- Showed commitment towards increasing the positive contributions of students in university life.
- Participated in many of the various university activities, and demonstrated outstanding leadership.

3 - Excellence in student activities:

- Active and effective in the practice of student activities and serve the students, an achievement made clear in this area.
- Have contributed to the university life through his participation in various university events.
- An example for students to take advantage of the time and energy to improve campus life.

4 - Excellence in scientific achievement:

Excellence Awards granted by the Faculty of Science

- The student performed a research project and accepted for presentation at a specialized scientific conference.
- Presented a research project in specialized scientific conference or seminar.
- Published a research project in specialized scientific conference.
- Received a patent.

5 - Excellence in learning activity:

- Performed teaching aids and signboards to help the educational process.
- Participated in seminars and discussions in the classroom.
- Participated in workshops serve the educational aspect.
- Ability to dialogue and constructive debate in the classroom.
- Has the ability to express an opinion and self-confidence.

Award value:

Platinum Medal of excellence + cash prize

This medal is given to first winner of the students in the field of excellence in academic field, excellence in student leaderships, excellence in student activities, excellence in scientific achievement, and excellence in learning activity.

Second: Diamond Medal of excellence

This medal is given to the second winner as mentioned above.

Third: Gold Medal of excellence

This medal is given to the third winner as mentioned above.

Appendixes

Application form for the Excellence Award for student in academic field

Basic student information *

Academic year 14 H

Name	University of ID	Faculty	Specialty	Level

Completed by the student

Candidate

- ❖ Candidate achieved 60% of the degrees of the main criteria for the award nominee.
- ❖ Presented all the evidence and proofs.
- ❖ Spent four semesters at the university on a regular basis.
- ❖ Spent four semesters after winning the prize (won by those who previously).
- ❖ The student must be registered courses in the semester which be nominated for the award.
- ❖ The trade-off was based on the grades obtained in different scales
- ❖ Candidate won the ballot because of equal scores between candidates

Attachments

- ❖ Nomination form with full information about the candidate.
- ❖ CV within three pages.
- ❖ Modern documented academic record for the student.
- ❖ Matching the evidence requested in the nomination form.
- ❖ Arranged the evidence in order metrics award supplements.
- ❖ Two recommendation letters from department staff members.

Criteria for characteristics of Excellence Award for student in academic field

Subheadings	Evaluation source	Maximum degree	Obtained degree
Complete 60 credit hours, at least from the study plan with average grade points not less 4.5 out of 5 points	Academic record	10	
Good conduct and behavior	Department nomination	10	
Have not been subjected to any disciplinary decision	Academic record	10	
Mastery of dialogue and constructive debate.	Recommendations	10	
Has the ability to self-development and continuous learning through courses which he joined.	Certificates and documents	10	
Has the ability to influence and persuasion and expressing his opinion and has self-confidence.	Recommendations	10	
Total		60	

Department Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the department council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

College Awards Committee

No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the college council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Application form for the Excellence Award in student leadership

Basic student information *

Academic year 14 H

Name	University of ID	Faculty	Specialty	Level

Completed by the student

Candidate

- ❖ Candidate achieved 60% of the degrees of the main criteria for the award nominee.
- ❖ Presented all the evidence and proofs.
- ❖ Spent four semesters at the university on a regular basis.
- ❖ Spent four semesters after winning the prize (won by those who previously).
- ❖ The student must be registered courses in the semester which be nominated for the award.
- ❖ The trade-off was based on the grades obtained in different scales
- ❖ Candidate won the ballot because of equal scores between candidates

Attachments

- ❖ Nomination form with full information about the candidate.
- ❖ CV within three pages.
- ❖ Modern documented academic record for the student.
- ❖ Matching the evidence requested in the nomination form.
- ❖ Arranged the evidence in order metrics award supplements.
- ❖ Two recommendation letters from department staff members.

Criteria for characteristics of Excellence Award in student leadership

Subheadings	Evaluation source	Maximum degree	Obtained degree
Recognizes the leadership position, and work to bring about a significant change in the lives of other students.	Recommendations, Certificates and documents	10	
Demonstrated commitment towards increasing the positive contributions of students in university life	Certificates and documents	10	
He participated in many of the various university activities, and demonstrated outstanding leadership	Certificates and documents	10	
Total		30	

Department Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the department council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Excellence Awards granted by the Faculty of Science

College Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the college council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Application form for the Excellence Award in student activities

Basic student information *

Academic year 14 H

Name	University of ID	Faculty	Specialty	Level

Completed by the student

Candidate

- ❖ Candidate achieved 60% of the degrees of the main criteria for the award nominee.
- ❖ Presented all the evidence and proofs.
- ❖ Spent four semesters at the university on a regular basis.
- ❖ Spent four semesters after winning the prize (won by those who previously).
- ❖ The student must be registered courses in the semester which be nominated for the award.
- ❖ The trade-off was based on the grades obtained in different scales
- ❖ Candidate won the ballot because of equal scores between candidates

Attachments

- ❖ Nomination form with full information about the candidate.
- ❖ CV within three pages.
- ❖ Modern documented academic record for the student.
- ❖ Matching the evidence requested in the nomination form.
- ❖ Arranged the evidence in order metrics award supplements.
- ❖ Two recommendation letters from department staff members.

Criteria for characteristics for the Excellence Award in student activities

Subheadings	Evaluation source	Maximum degree	Obtained degree
Active in student activities and student service and have achieved a breakthrough and clear in this area.	Recommendations, Certificates and documents	10	
Shares in campus life.	Certificates and documents	10	
An example for students to take advantage of the time and energy to improve campus life	Recommendations	10	
Total		30	

Department Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the department council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Excellence Awards granted by the Faculty of Science

College Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the college council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Application form for the Excellence Award for student in scientific achievement

Basic student information *

Academic year 14 H

Name	University of ID	Faculty	Specialty	Level

Completed by the student

Candidate

- ❖ Candidate achieved 60% of the degrees of the main criteria for the award nominee.
- ❖ Presented all the evidence and proofs.
- ❖ Spent four semesters at the university on a regular basis.
- ❖ Spent four semesters after winning the prize (won by those who previously).
- ❖ The student must be registered courses in the semester which be nominated for the award.
- ❖ The trade-off was based on the grades obtained in different scales
- ❖ Candidate won the ballot because of equal scores between candidates

Attachments

- ❖ Nomination form with full information about the candidate.
- ❖ CV within three pages.
- ❖ Modern documented academic record for the student.
- ❖ Matching the evidence requested in the nomination form.
- ❖ Arranged the evidence in order metrics award supplements.
- ❖ Two recommendation letters from department staff members.

Criteria for characteristics for the Excellence Award for student in scientific achievement

Subheadings	Evaluation source	Maximum degree	Obtained degree
The student completed a distinct research project and accepted for display in a conference, or a scientific symposium in his specialty	Certificates and documents	10	
Showing research project in a scientific conference, seminar or specialist	Certificates and documents	10	
The student published a research project in a distinct scientific conference or seminar specialist	Certificates and documents	10	
Has a patent	Certificates and documents	10	
Total		40	

Department Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the department council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Excellence Awards granted by the Faculty of Science

College Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the college council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Application form for the Excellence Award for student in learning activity

Basic student information *

Academic year 14 H

Name	University of ID	Faculty	Specialty	Level

Completed by the student

Candidate

- ❖ Candidate achieved 60% of the degrees of the main criteria for the award nominee.
- ❖ Presented all the evidence and proofs.
- ❖ Spent four semesters at the university on a regular basis.
- ❖ Spent four semesters after winning the prize (won by those who previously).
- ❖ The student must be registered courses in the semester which be nominated for the award.
- ❖ The trade-off was based on the grades obtained in different scales
- ❖ Candidate won the ballot because of equal scores between candidates

Attachments

- ❖ Nomination form with full information about the candidate.
- ❖ CV within three pages.
- ❖ Modern documented academic record for the student.
- ❖ Matching the evidence requested in the nomination form.
- ❖ Arranged the evidence in order metrics award supplements.
- ❖ Two recommendation letters from department staff members.

Criteria for characteristics for the Excellence Award for student in learning activity

Subheadings	Evaluation source	Maximum degree	Obtained degree
Gave the student and teaching aids and signboards stating the educational process	Teaching aids and paintings	10	
Participated in seminars and discussions in the classroom	Report of teachers	10	
Students participated in workshops serve the educational aspect	Certificate of attendance at the seminar	10	
Student's ability to dialogue and constructive debate inside the classroom	Report of teachers	10	
Total		40	

Department Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the department council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	

Excellence Awards granted by the Faculty of Science

College Awards Committee				
No.	Members	Academic Rank	Signature	Date
1	Head			/ / 14 H
2	Member			/ / 14 H
3	Member			/ / 14 H

Recommendation of the college council

Session no.	Date	Signature of the Head of the department
	/ / 14 H	