**قرار انتداب داخلىي لمشروع**

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| / / | التاريخ |

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|  | | | | | رقم المشروع |
|  | | | | | عنوان المشروع |
|  | تاريخ انتهاء المشروع |  | | تاريخ بدء المشروع | |
|  | | | اسم الباحث/المؤلف/المترجم | | |

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|  | | | يعتمد السفر |
|  | قسم |  | رقم البطاقة |
|  | المرتبة |  | الوظيفة |

**في مهمة رسمية إلى**

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| **المدينة** | **الدولة** | **عدد الأيام** | **من تاريخ** | **إلى تاريخ** |
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| إجمالي عدد الأيام |  |
| وذلك بخصوص |  |

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| **ــــــــــــــــــــــــــــــــــــــ** | **ـــــــــــــــــــــــــــــــــــــــ** | **ـــــــــــــــــــــــــــــــــــــــ** | **ــــــــــــــــــــــــــــــــــ** |
| **رئيس القسم** |  |  | **عميد البحوث** |

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| Scientific Research Visit Travel Form |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Project Number |  | | | | | | | | | | | | |
| Project Title |  | | | | | | | | | | | | |
| Project Manager |  | | | | | | | | | | | | |
| Department |  | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| Details of the Trip | | | | | | | | | | | | | |
| Project Team Member undertaking the Trip | | | |  | | | | | | | | | |
| Indicate details of all previous visits/trips under this project. | | | |  | | | | | | | | | |
| Name and address of the visit/trip host institution | | | |  | | | | | | | | | |
| Name and title of the Host faculty/researcher | | | |  | | | | | | | | | |
| Is the visit/trip budgeted for in the project? | | | |  | | | Yes | | | |  | | No |
| Do you have a letter of invitation from the host? | | | |  | | | Yes (If yes, attach copy) | | | |  | | No |
|  | | | | | | | | | | | | | |
| Purpose of Visit | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| Expected outcomes | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| Duration Of Visit | | No. Of Days |  | | From Date | | |  | End Date | | |  | |
| Requested Support | |  | | | | | | | | | | | |
| Telephone | |  | | | | Signature With Date | | | | | | | |
| Email | |  | | | | Principal Investigator | | | |  | | | |
|  | |  | | | | Department Chairman/Dean | | | |  | | | |