



## **Scientific Advising and Supervision**

### **Academic Advisor:**

The academic advisor is a faculty member assigned to communicate with the student, provide guidance on academic and scholarly matters, assist in determining the research topic, and guide the student until the research plan is approved.

Each graduate student is assigned an academic advisor at the beginning of their enrolment in the program. The advisor helps the student choose a thesis topic, prepare the research plan, and ensures the student contacts the advisor at least once a month.

The academic advisor must submit a detailed report at the end of each semester on the student's progress, seriousness, and communication during the semester.

### **Academic Supervisor:**

The academic supervisor is a faculty member entrusted with supervising the thesis or research project of a graduate student. The supervisor is appointed by a decision of the Graduate Studies Deanship Council based on the recommendation of the relevant department council and approval of the college council. Exceptions may apply to research project supervision, which is assigned by the department council, and some colleges require college council approval.

Supervision begins after completing all official procedures for registering the topic. The supervisor provides all necessary academic support for preparing the thesis or research project, schedules regular meetings with the student, and submits a detailed report at the end of each semester to the department head about the student's seriousness, communication, and research progress.

Once the thesis or research project is completed, the supervisor submits a report confirming its completion to the department head to proceed with the procedures defined by the Graduate Studies Deanship Council.

### **Conditions for Nominating an Academic Supervisor:**

1. The supervisor for master's and doctoral theses must be a professor or associate professor from the university's faculty.



2. An assistant professor may supervise master's theses if they have served in the position for two years and have at least two published or accepted research papers in their field of specialization.
3. Supervision may be assigned to a faculty member from outside the department if justified or if the supervision quota for the department's faculty is full.
4. Assistant professors may supervise research projects without requiring a specific duration or published research.

### **Co-Supervisor:**

For certain research topics, it may be necessary for a faculty member from another department to assist in supervising the thesis. However, the primary supervisor must be from the student's department. The co-supervisor acts as the main reference for the student on specific aspects defined by the department council.

The co-supervisor is assigned based on a proposal from the department council, approved by the college council, and submitted to the Graduate Studies Deanship Council for final approval based on the college council's endorsement.