

جامعة نايف العربية
للعلوم الأمنية
NAIF ARAB UNIVERSITY
FOR SECURITY SCIENCES
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Graduation Project Guide

2024

Content

Introduction	4
Graduation Project Objectives	5
Guidelines and Procedures for Preparing Graduation Projects	5
Roles in the Graduation Project	7
First: Roles of the Student	7
Second: Roles of the Scientific Supervisor	8
Third: Roles of the scientific research committee in the department	9
Fourth: Roles of the Graduation Project Course Coordinator	9
Fifth: Roles of the Program Director	10
Sixth: Roles of the Academic Department Council	10
Graduation Project Preparation Guidelines	11
Graduation Projects Assessment	12
Forms	13

Introduction

The graduation project is considered one of the requirements in master's programs and some higher diploma programs offered by the university, in accordance with Article Ten (10) of the scientific regulations. It is also considered a scientific achievement undertaken by the student individually or as part of a group of up to three students. The project is completed according to a specified timeline and in accordance with the methodologies of preparing peer-reviewed scientific papers, adhering to scientific research ethics and intellectual property rights practiced at the university.

The selection of the graduation project topic is determined to align with the university's research priorities and the research plan of the academic program. It enhances graduates' attributes and learning outcomes, supervised by a faculty member or collaborator. The project is assessed by a committee formed by the department council after fulfilling all the discussion requirements.

With the university's commitment to improving the outcomes of the educational process in line with best practices, and to ensure the achievement of expected learning outcomes in the graduation project, this guide outlines the objectives, procedures, and guidelines for graduation projects. It regulates the completion of requirements for selecting a graduation project topic, preparing, implementing, and assessing it

Graduation Project Objectives

The graduation project, through its implementation in accordance with the guidelines outlined in this guide, aims to achieve the following:

1. Apply the knowledge, skills, and values acquired by students during their studies by presenting a graduation project according to the scientific criteria and technical characteristics specified in this guide, as determined by the relevant academic department.
2. Enhance students' skills in scientific research.
3. Encourage creativity, innovation, and the development of teamwork skills among students.
4. Provide graduation projects that contribute to the development of security work, assisting in addressing and confronting security threats.
5. Equip students with the skills of drafting scientific papers and enable them to publish in peer-reviewed and indexed scientific journals.

Guidelines and Procedures for Preparing Graduation Projects

To achieve the desired objectives of graduation projects, the following guidelines and procedures should be considered during various stages of their implementation:

1. Submission of the graduation project topic and completion of approval procedures according to the following:
 - 1.1 - The student should select the graduation project topic in collaboration with their scientific supervisor, considering the originality, knowledge enrichment, and innovation of the project. He/She should prepare a graduation project proposal according to Form 1.

1. 2 - The graduation project topic should fall within the specialization of the relevant academic department and serve the research priorities of the university.
1. 3 - The graduation project plan should be approved before the end of the third semester for master's degree students and before the end of the first semester for higher diploma students.
1. 4 - The department council shall approve the graduation project proposal, and in case of disapproval, a new proposal should be submitted after addressing the feedback.
2. The department council shall appoint a scientific supervisor for the student from the faculty members of the department or program at the beginning of the third academic level for the master's stage and the first academic level for the higher diploma stage. It is also possible to enlist a scientific supervisor from outside the department or program, following university regulations.
3. The number of graduation project sections supervised by one scientific supervisor should not exceed one section, with the possibility of exceptions upon approval by the college council to increase it to two sections.
4. The student should prepare the time plan for the implementation of the graduation project under the supervision of the scientific supervisor, according to Form 2.
5. The student should adhere to scientific research values and ethics and the intellectual property guide (QR to refer to the intellectual property guide) during the preparation of the graduation project.
6. The student should acknowledge Naif Arab University for Security Sciences when publishing the graduation project later and sign the copyright commitment form (Form 8).

7. 100 marks shall be allocated for the graduation project: 60 marks shall be assigned by the scientific supervisor based on the student's performance during project implementation (Form 4-A), and 40 marks shall be assigned by the examination committee according to the criteria specified in the graduation project grading scale (Form 4-B).

Roles in the Graduation Project:

The main roles in the graduation project include the roles of student, academic advisor, scientific supervisor, graduation project course coordinator, program director, and academic department, as follows:

First: Roles of the Student

1. Submit a proposal for the graduation project plan before the end of the third semester for master's degree students and before the end of the first semester for higher diploma students.
2. Commit to attending regular meetings with the scientific supervisor according to the approved course schedule.
3. Commit to implementing assigned tasks within the specified time frame as per the project preparation time plan outlined in Forms 2.
4. Adhere to the format of scientific papers when presenting the project, following Form 5-C.
5. Maintain scientific integrity and adhere to scientific research ethics, ensuring that the citation percentage does not exceed 15%.
6. Attend enrichment activities held within the university related to research skills and graduation projects.
7. Present and discuss the graduation project before the examination committee within the specified period.

8. Make required modifications as suggested by the examination committee within a period not exceeding two weeks from the date of the defense and obtain approval from the scientific supervisor (Form 5).
9. Submit the final version of the graduation project to the scientific supervisor.
10. Seek to publish the outcomes of the graduation project in a scientific publication.

Second: Roles of the Scientific Supervisor

1. Assist students in choosing a graduation project topic that aligns with research priorities and according to the guidelines specified in paragraph 1 of the graduation project rules in this guide.
2. Enable students to fulfill the requirements of the graduation project proposal and submit it to the scientific research committee in the department.
3. Submit graduation project proposal after the approval of the department's Scientific Research Committee according to Form 3. To the department council for approval.
4. Guide the student in addressing feedback and resubmitting the project plan in case it is not approved by the department council.
5. Fulfill all the requirements of the graduation project course on the learning management system - course guide, educational content (presentations, videos, etc.), and project forms 1, 2, 3, 4-A, 6, and 7.
6. Enable the student to develop the time plan for project implementation according to Form 2 and monitor its implementation.
7. Provide scientific support and guidance to the students under supervision through regular meetings following the monitoring form (Form 7).
4. Ensure the scientific characteristics of the project align with the guidelines in this guide, then submit the project to the graduation project course coordinator and notify them of the student's readiness for defense.

5. Continuous evaluation of students' performance during the stages of project preparation according to the criteria outlined in Form 4-A.
6. Monitor students' compliance with modifications to the graduation project, approving them in accordance with the recommendations of the examination committee.
7. Upload the final version of the project in a publishable research format on the dedicated link.
8. Assist students in choosing a publication medium and guide them through the submission process.
9. Prepare a report on the graduation project course and submit it to the course coordinator.

Third: Roles of the scientific research committee in the department

1. Ensure that graduation projects are consistent with research priorities and the program's objectives for scientific research.
2. Ensure the originality of the titles of graduation projects.
3. Verify that the topics of graduation projects are not repeated or similar. According to Form 3.
4. List the topics of graduation projects for each semester in a database for easy reference in the future.

Fourth: Roles of the Graduation Project Course Coordinator

1. Ensure that graduation projects meet the scientific research objectives of the program, ensuring that topics are not repeated or similar.
2. Monitor compliance with all forms related to graduation projects.
3. Ensure the receipt of graduation projects in their final form according to the guidelines in this guide.

4. Schedule and monitor the implementation of graduation project discussions.
5. Prepare a comprehensive report for the graduation project course according to the approved form for this purpose.
6. Fulfill the verification of the graduation project file uploaded by the scientific supervisor (Form 8).

Fifth: Roles of the Program Director

1. propose a training program to enhance research skills and scientific paper writing and publishing skills for students, in collaboration with the supervisors of graduation projects and Scientific Research committee and Student Affairs Agency.
2. Monitor the implementation of recommendations from the relevant department council regarding graduation projects.
3. Review the file of graduation projects, focusing on analyzing current reality and proposing an improvement plan, submitting it to the department head.
4. Ensure that improvement priorities are incorporated in the improvement plan in the annual report of the program.

Sixth: Roles of the Academic Department Council

1. Approve graduation project plans.
2. Approve the distribution of scientific supervision for graduation projects according to the regulations stipulated in the scientific regulations.
3. Approve the formation of examination committees for graduation projects, ensuring that the number of committee members is not less than two, in addition to the project supervisor.
4. Approve schedules for the defense of graduation projects.
5. Approve the final report of graduation projects in the department council.

Graduation Project Preparation Guidelines

The student is required to present their graduation project in the format of scientific papers, adhering to the values, principles, and ethics of scientific research. Additionally, they should comply with the requirements of proper scientific citation according to the scientific integrity guide. The word count for the graduation project should not be less than four thousand (4,000) words and should not exceed ten thousand (10,000) words. The project should include the following elements, considering variations based on the nature of the project and the requirements of each academic department regarding project preparation (see the attached templates in Forms 5-A, 5-B, 5-C):

1. Title
2. Abstract in both Arabic and English.
3. Introduction, including the study's objectives, significance, and questions or hypotheses, according to the paper's specialization and the methodology of scientific writing in the field.
4. Methodology
5. Chapter and section for legal studies.
6. Theoretical framework and literature review (if applicable).
7. Practical and applied aspects (if applicable).
8. Findings and discussion.
9. Conclusion and recommendations.
10. References according to the department's approved scientific style, such as "APA" style.

It is important to note that the font used for the Arabic language should be the standard Simplified Arabic font with a size of 14 for the text. For the English language, Times New Roman with a font size of 14 should be used. Line spacing should be 1.5, and margins should be 2.5 cm on each side.

Graduation Projects Assessment

100 marks shall be allocated for the graduation project according to the distribution approved by the department council, in accordance with Article (12) of the scientific regulations. The allocation shall be as follows:

- ▶ 60 marks shall be assigned by the supervisor according to Form 4-A.
- ▶ 40 marks shall be assigned by the examination committee based on the criteria specified in Form 4-B.

Form 1: Graduation Project Proposal.

مقترح مشروع تخرج Graduation project proposal



Form No.:	(1)	رقم النموذج:
Please fill out the form electronically		يرجى تعبئة النموذج إلكترونياً
College:	<input type="text"/>	الكلية:
Department:	<input type="text"/>	القسم:
Academic program:	<input type="text"/>	البرنامج:
Academic year:	<input type="text"/>	العام الدراسي:
Semester:	<input type="text"/>	الفصل الدراسي:

Basic information		المعلومات الأساسية
Student name:	<input type="text"/>	اسم الطالب/ة:
Student ID.:	<input type="text"/>	الرقم الجامعي:
Mobile No.:	<input type="text"/>	رقم الجوال:
E-mail:	<input type="text"/>	البريد الإلكتروني:
Degree:	<input type="checkbox"/> Master ماجستير <input type="checkbox"/>	المرحلة الدراسية:
	<input type="checkbox"/> Higher Diploma دبلوم عالٍ <input type="checkbox"/>	
Project implementation:	<input type="checkbox"/> Single منفرد <input type="checkbox"/>	تنفيذ المشروع:
	<input type="checkbox"/> Group مجموعة <input type="checkbox"/>	
Project title in arabic:	<input type="text"/>	عنوان المشروع بالعربية:
Project title in english:	<input type="text"/>	عنوان المشروع بالإنجليزية:

مقتراح مشروع تخرج Graduation project proposal

جامعة نازعة العربية
للعلوم الأمنية
NAIF ARAB UNIVERSITY
FOR SECURITY SCIENCES
1978



Form No.:

(1)

رقم النموذج:

Brief	نبذة عن المشروع
A- Project topic	<input type="text"/>
B- Previous studies	<input type="text"/>
Objectives	أهداف المشروع
<input type="text"/>	
Importance	اهمية المشروع
<input type="text"/>	
Methodology	المنهجية
<input type="text"/>	
List of references	قائمة المراجع المستخدمة
<input type="text"/>	
Implementation requirements	متطلبات تنفيذ المشروع
<input type="text"/>	
Objective of the project (expected research)	المستهدف من المشروع (الأوراق البحثية المتوقعة)
<input type="text"/>	

مقترح مشروع تخرج
Graduation project proposal



Form No.: (1) رقم النموذج:

Student الطالب/ة:

Name: الاسم:
Date: التاريخ:
Signature: التوقيع:

Scientific supervisor المشرف العلمي

Name: الاسم:
Date: التاريخ:
Signature: التوقيع:

Program director مدير البرنامج

Name: الاسم:
Date: التاريخ:
Signature: التوقيع:

Form 2: Graduation project time plan.

الخطة الزمنية لمشروع التخرج وإنجازها The completion of graduation project time plan



Form No.: رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

College: الكلية:

Department: القسم:

Academic program: البرنامج:

Academic year: العام الدراسي:

Semester: الفصل الدراسي:

Basic information	المعلومات الأساسية
Student name:	<input type="text"/> اسم الطالب/ة:
Student ID.:	<input type="text"/> الرقم الجامعي:
Mobile No.:	<input type="text"/> رقم الجوال:
E-mail:	<input type="text"/> البريد الإلكتروني:
Degree:	<input type="checkbox"/> Master ماجستير <input type="checkbox"/> <input type="checkbox"/> Higher Diploma دبلوم عالٍ <input type="checkbox"/>
Project implementation:	<input type="checkbox"/> Single منفرد <input type="checkbox"/> <input type="checkbox"/> Group مجموعة <input type="checkbox"/>
Project title in arabic:	<input type="text"/> عنوان المشروع بالعربية:
Project title in english:	<input type="text"/> عنوان المشروع بالإنجليزية:

الخطة الزمنية لمشروع التخرج وإنجازها The completion of graduation project time plan



Form No.:

(2)

رقم النموذج:

مؤشرات الإنجاز الفعلية Actual achievement indicators indicators	مؤشرات الإنجاز المستهدفة Target achievement indicators	الشهر 4 4 th Month				الشهر 3 3 rd Month				الشهر 2 2 nd Month				الشهر 1 1 st Month				الفترة Period	المهمة Task	م No.
		W 4	W 3	W 2	W 1	W 4	W 3	W 2	W 1	W 4	W 3	W 2	W 1	W 4	W 3	W 2	W 1			
																				1
																				2
																				3
																				4
																				5
																				6
																				7
																				8

الخطة الزمنية لمشروع التخرج وإنجازها The completion of graduation project time plan



Form No.: (2) رقم النموذج:

Student	اسم الطالب/ة:	
Name:	<input type="text"/>	الاسم:
Date:	<input type="text"/>	التاريخ:
Signature:	<input type="text"/>	التوقيع:

Academic supervisor	المشرف العلمي	
Name:	<input type="text"/>	الاسم:
Date:	<input type="text"/>	التاريخ:
Signature:	<input type="text"/>	التوقيع:

Program director	مدير البرنامج	
Name:	<input type="text"/>	الاسم:
Date:	<input type="text"/>	التاريخ:
Signature:	<input type="text"/>	التوقيع:

Form 3: Evaluation of the department's scientific research committee

Checklist to ensure that the graduation project is compatible with the research priorities of the department and the scientific program



Form No.: (3) رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

College Name: اسم الكلية:

Name Department: اسم القسم العلمي:

Academic Program Name: اسم البرنامج الأكاديمي:

Name of scientific supervisor: اسم المشرف العلمي:

Name of the student/s: اسم الطالب/ الطلبة:

Graduation project title: عنوان مشروع التخرج:

The graduation project is verified by the Scientific Research Committee before the graduation project is approved by the Scientific Department. يجري التحقق من مشروع التخرج من قبل لجنة البحث العلمي قبل اعتماد مشروع التخرج من القسم العلمي.

ملاحظات اللجنة Committee Comments	لا No	نعم Yes	البند Item
	<input type="checkbox"/>	<input type="checkbox"/>	موضوع مشروع التخرج يتوافق مع الأولويات البحثية للقسم والبرنامج الأكاديمي. The topic of the graduation project corresponds to the research priorities of the department and the academic program
	<input type="checkbox"/>	<input type="checkbox"/>	موضوع مشروع التخرج يتسم بالحدائثة ومواكبة التقدم العلمي. The subject of the graduation project is modern and keeps pace with scientific progress
	<input type="checkbox"/>	<input type="checkbox"/>	موضوع مشروع التخرج غير مكرر. The topic of the graduation project is not repeated.
	<input type="checkbox"/>	<input type="checkbox"/>	عنوان موضوع مشروع التخرج يتسق مع موضوع مشروع التخرج. The title of the graduation project topic is consistent with the topic of the graduation project.

Recommendations of the Scientific Research Committee

توصيات لجنة البحث العلمي

ملاحظات اللجنة Committee Comments	البند Item
	الرفع لجلس القسم لاعتماد مشروع التخرج Submitting it to the department council for approval of the graduation project
	إعادة مقترح مشروع التخرج للمشرف العلمي للتعديل وفق ملاحظات اللجنة Returning the graduation project proposal to the scientific supervisor for amendment according to the committee's comments

اعتماد القرار - أعضاء اللجنة

Form 4-A: Supervisor's assessment of the graduation project.

Graduation Project Rubric (Supervisor)



Form No.:

4-A

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

Dear supervisor:

This Rubric originates from the continuous and sustainable efforts of Naif Arab University for Security Sciences towards development and modernization, to improve the research output of the university's students in alignment with contemporary global standards and trends.

The rubric comprises (15) criteria, assessed on a Five Rating Scale from (0-4), with a total score of 60.

Assessment and Evaluation Unit
Planning and Program Development Administration

Graduation Project Rubric

1					
The student reviewed the methodological procedures during the project implementation					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student masterfully reviewed all methodological procedures during the project implementation	The student reviewed several methodological procedures during the project implementation.	The student reviewed some methodological procedures during the project implementation.	The student reviewed the minimum level of methodological procedures during the project implementation.	The student did not review the methodological procedures during the project implementation.
Score					
2					
The student explained the basic steps and elements during project implementation					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student professionally explained all basic steps and elements during project implementation.	The student explained several basic steps and elements during project implementation.	The student explained some basic steps and elements during project implementation.	The student explained the minimum level of basic steps and elements during project implementation.	The student did not explain the basic steps and elements during project implementation.
Score					
3					
The student employed methodological procedures during project implementation					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student masterfully employed all methodological procedures during project implementation.	The student employed several methodological procedures during project implementation.	The student employed some methodological procedures during project implementation.	The student employed the minimum level of methodological procedures during project implementation.	The student did not employ methodological procedures during project implementation.
Score					

Graduation Project Rubric (Supervisor)



Form No.:

4-A

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

4					
The student is committed to keep up with the latest developments in the field of the project					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student excelled in keeping up with all the developments in the field of the project.	The student committed to keep up with several developments in the field of the project.	The student committed to keep up with some developments in the field of the project.	The student kept up with the minimum level of developments in the field of the project.	The student did not keep up with the developments in the field of the project.
Score					
5					
The student took the initiative to collaborate with others (supervisors, colleagues, technicians, administrators) to accomplish tasks and achieve objectives					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student demonstrated professionalism in collaborating with others (supervisors, colleagues, technicians, administrators) to accomplish tasks and achieve objectives.	The student demonstrated quality in collaborating with others (supervisors, colleagues, technicians, administrators) to accomplish tasks and achieve objectives.	The student demonstrated a satisfactory level of collaboration with others (supervisors, colleagues, technicians, administrators) to accomplish tasks and achieve objectives.	The student appeared disorganized in his collaboration with others (supervisors, colleagues, technicians, administrators) to accomplish tasks and achieve objectives.	The student did not collaborate with others (supervisors, colleagues, technicians, administrators) to accomplish tasks and achieve objectives.
Score					
6					
The student adhered to the project implementation time plan					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student adhered to all elements of the project implementation time plan.	The student adhered to several elements of the project implementation time plan.	The student adhered to some elements of the project implementation time plan.	The student met the minimum level of adherence to the elements of the project implementation time plan.	The student did not adhere to the project implementation time plan.
Score					
7					
The student was keen on holding regular meetings with the supervisor					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student diligently sought to hold regular meetings with the supervisor.	The student showed interest in holding semi-regular meetings with the supervisor.	The student showed interest in holding non-regular meetings with the supervisor.	The student apologized for several meetings with the supervisor.	The student did not care to hold meetings with the supervisor.
Score					

Graduation Project Rubric (Supervisor)



Form No.:

4-A

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

8	The student employed precise knowledge of the principles and theories related to the specialization in all stages of project implementation				
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student employed precise knowledge of the principles and theories related to the specialization in all stages of project implementation.	The student employed precise knowledge of the principles and theories related to the specialization in several stages of project implementation.	The student employed precise knowledge of the principles and theories related to the specialization in some stages of project implementation.	The student employed the minimum level of precise knowledge of principles and theories related to the specialization in all stages of project implementation.	The student did not employ precise knowledge of the principles and theories related to the specialization in all stages of project implementation.
Score					

9	The student ambitiously applied the critical approach to concepts and theories at all stages of project implementation				
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student ambitiously excelled in applying the critical approach to evaluate concepts and theories at all stages of project implementation.	The student ambitiously applied the critical approach to evaluate concepts and theories at several stages of project implementation.	The student ambitiously applied the critical approach to evaluate concepts and theories at some stages of project implementation.	The student ambitiously used the minimum level of critical approach skills to evaluate concepts and theories during the project implementation.	The student did not ambitiously apply the critical approach to evaluate concepts and theories at all stages of project implementation.
Score					

10	The student conducted laboratory experiments or professional practices during project implementation in accordance with safety and security regulations				
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student conducted all laboratory experiments or professional practices during project implementation in accordance with safety and security regulations.	The student conducted several experiments or professional practices during project implementation in accordance with safety and security regulations.	The student conducted some laboratory experiments or professional practices during project implementation in accordance with safety and security regulations.	The student met the minimum level of safety and security regulations while conducting laboratory experiments or professional practices during project implementation.	The student did not conduct laboratory experiments or professional practices in accordance with safety and security regulations during project implementation.
Score					

Graduation Project Rubric (Supervisor)



Form No.:

4-A

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

11	The student employed diverse communication means, including technological, linguistic, oral, and written methods, appropriate in terms of subject and time				
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student employed diverse communication means, including technological, linguistic, oral, and written methods that are appropriate in terms of subject and time.	The student employed several communication means that are appropriate in terms of subject and time.	The student employed the minimum level of communication means that are suitable in terms of subject and time.	The student kept up with the minimum level of developments in the field of the project.	The student did not employ communication means that are suitable in terms of subject and time.
Score					

12	The student demonstrated effective presentation skills for ideas and actions during the project implementation				
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student demonstrated effective presentation skills for ideas and actions during the project implementation.	The student demonstrated several effective presentation skills for ideas and actions during the project implementation.	The student demonstrated some presentation skills for ideas and actions during the project implementation.	The student met the minimum level of effective presentation skills for ideas and actions during the project implementation.	The student did not demonstrate effective presentation skills for ideas and actions during the project implementation.
Score					

13	The student offered creative solutions based on specialized research and investigation methods during the project implementation				
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student offered creative and unique solutions based on specialized research and investigation methods during project implementation.	The student offered some creative and unique solutions based on specialized research and investigation methods during project implementation.	The student offered a satisfactory level of solutions based on specialized research and investigation methods during project implementation.	The student offered routine and non-creative solutions during project implementation.	The student did not offer creative solutions during project implementation.
Score					

Graduation Project Rubric (Supervisor)



Form No.:

4-A

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

14 The student mastered the standards of scientific writing for the project					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student met the standards of scientific writing for all elements of the project.	The student met the standards of scientific writing for several elements of the project.	The student met the standards of scientific writing for some elements of the project.	The student met the minimum level of standards of scientific writing for the elements of the project.	The student did not meet the standards of scientific writing for all elements of the project.
Score					

15 The student adhered to ethical standards during project implementation					
Scores and Grades	Very High (4)	High (4)	Average (2)	Low (1)	N/A (0)
Description	The student adhered to all ethical standards during project implementation.	The student adhered to several ethical standards during project implementation.	The student adhered to some ethical standards during the project implementation.	The student met the minimum level of ethical standards during project implementation.	The student did not adhere to ethical standards during project implementation.
Score					

Graduation Project Rubric (Supervisor)



Form No.:

4-A

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

Supervisor's Graduation Project Rubric

No.	Criteria	Score Final	Score
1	The student reviewed the methodological procedures during the project implementation.	4	
2	The student explained the basic steps and elements during project implementation.	4	
3	The student employed methodological procedures during project implementation.	4	
4	The student is committed to keep up with the latest developments in the field of the project.	4	
5	The student took the initiative to collaborate with others (supervisors, colleagues, technicians, administrators) to accomplish tasks and achieve objectives.	4	
6	The student adhered to the project implementation time plan.	4	
7	The student was keen on holding regular meetings with the supervisor.	4	
8	The student employed precise knowledge of the principles and theories related to the specialization in all stages of project implementation.	4	
9	The student ambitiously applied the critical approach to concepts and theories at all stages of project implementation.	4	
10	The student conducted laboratory experiments or professional practices during project implementation in accordance with safety and security regulations.	4	
11	The student employed diverse communication means, including technological, linguistic, oral, and written methods, appropriate in terms of subject and time.	4	
12	The student demonstrated effective presentation skills for ideas and actions during the project implementation.	4	
13	The student offered creative solutions based on specialized research and investigation methods during the project implementation.	4	
14	The student mastered the standards of scientific writing for the project.	4	
15	The student adhered to ethical standards during project implementation.	4	
Score		60	

Supervisor's Recommendations:

Supervisor:

Date:

Signature:

Form 4-B: Examination committee's assessment of the graduation project.

Graduation Project Rubric (Examiners Committee)



Form No.:

4-B

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

Dear evaluator:

This Rubric originates from the continuous and sustainable efforts of Naif Arab University for Security Sciences towards development and modernization, to achieve academic quality goals and enhance scientific research at the university.

The rubric consists of (15) criteria, some of which are assessed on a Five Rating Scale from (0-4), while others are assessed on a Triple Rating Scale from (0-2).

Assessment and Evaluation Unit

Planning and Program Development Administration

Graduation Project Rubric

1					
The project alignment with the university's research priorities					
Scores and Grades	High (2)	Average (1)	N/A (Zero)		
Description	There is a very strong connection between the project and some of the university's research priorities.	There is a moderate connection between the project and one of the university's research priorities.	There is no connection between the project and any of the university's research priorities.		
Score					
2					
The project achieves scientific authenticity, knowledge enrichment, and innovation.					
Scores and Grades	Very High (4)	High (3)	Average (2)	Low (1)	N/A (Zero)
Description	The project meets the standards of scientific authenticity, knowledge enrichment, and innovation within the specialized field.	The project meets only two standards out of the criteria (scientific authenticity, knowledge enrichment, and innovation) in the field of specialization.	The project meets only one standard out of the criteria (scientific authenticity, knowledge enrichment, and innovation) in the field of specialization.	The project meets the minimum requirement for one of the criteria (scientific authenticity, knowledge enrichment, and innovation) in the field of specialization.	The project does not meet the criteria of scientific authenticity, knowledge enrichment, and innovation.
Score					
3					
Language and structure integrity					
Scores and Grades	Very High (4)	High (3)	Average (2)	Low (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> The student adeptly employed language and structures. The project is free of linguistic errors. 	<ul style="list-style-type: none"> The student demonstrated proficiency in using correct language and structures. There are rare linguistic errors. 	<ul style="list-style-type: none"> The student used many correct language structures. There are noticeable linguistic errors. 	<ul style="list-style-type: none"> The student demonstrated a minimum level of proficiency in employing language structures. There are numerous linguistic errors. 	<ul style="list-style-type: none"> The student did not consider the proper use of language structures. There are multiple and recurring linguistic errors.
Score					

Graduation Project Rubric (Examiners Committee)



Form No.:

4-B

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

4					
The project's suitability for publication as a scientific paper.					
Scores and Grades	Very High (8)	High (6)	Average (4)	Low (2)	N/A (Zero)
Description	• The project meets all the criteria for publication as a scientific paper	• The project meets many criteria for publication as a scientific paper	• The project meets some criteria for publication as a scientific paper	• The project meets one criterion for publication as a scientific paper	• The project does not meet the criteria and standards for publication as a scientific paper.
Score					
5					
Integrity and completeness of the project abstract and its components					
Scores and Grades	High (2)	Average (1)		N/A (Zero)	
Description	• The project abstract meets all the components and criteria, including objectives, methodology, results, and recommendations.	• The project abstract only partially meets some of the components and criteria, including objectives, methodology, results, and recommendations.		• The project abstract does not meet all the components and criteria.	
Score					
6					
Inclusivity of the introduction (problem presentation, objectives, questions, hypotheses)					
Scores and Grades	High (2)	Average (1)		N/A (Zero)	
Description	• The introduction includes all components such as: presenting the problem, objectives, questions, key concepts, and hypotheses according to the scientific methodology of the specialization.	• The introduction includes some components and lacks the rest.		• The introduction lacks a clear structure.	
Score					
7					
Quality of the theoretical framework and previous studies/ soundness of law section					
Scores and Grades	High (2)	Average (1)		N/A (Zero)	
Description	• The theoretical framework of the project possesses inclusiveness and integration. • Previous studies were characterized by modernity and diversity.	• The theoretical framework of the project possessed some inclusivity criteria and lacked integration, or the student did the opposite. • Previous studies were characterized by modernity but lacked diversity, or the student did the opposite.		• The theoretical framework of the project did not possess inclusiveness and integration. • Previous studies were not characterized by modernity and diversity.	
Score					

Graduation Project Rubric (Examiners Committee)



Form No.:

4-B

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

8 Methodology integrity in line with the project's objectives.			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> methodology aligns with its objectives. The project's methodology is characterized by clarity, precision, and soundness. 	<ul style="list-style-type: none"> The project's methodology aligns with its objectives but lacks clarity, precision, and soundness, or the student did the opposite. 	<ul style="list-style-type: none"> The project's methodology does not align with its objectives. The project's methodology lacks clarity, precision, and soundness.
Score			

9 Integrity of the methods used for analysis, the arguments, and the accuracy of the results			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> The student used appropriate statistical methods for hypotheses and questions (if applicable). The project provided valid arguments and results. 	<ul style="list-style-type: none"> The student did not use appropriate statistical methods for hypotheses and questions (if applicable). Errors were found in some of the project's arguments and results. 	<ul style="list-style-type: none"> The student used inappropriate statistical methods for hypotheses and questions (if applicable). The project did not provide valid arguments and results.
Score			

10 Logical analysis of results and depth of discussion			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> The student excelled in analyzing the project results with logic. The student discussed the project results deeply, supported by previous studies. 	<ul style="list-style-type: none"> The student excelled in analyzing the project results but failed to discuss them, or did the opposite. 	<ul style="list-style-type: none"> The student did not analyze the project results logically. The student did not discuss the project results in-depth.
Score			

11 Clarity and applicability of recommendations			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> The recommendations are clear and applicable. 	<ul style="list-style-type: none"> The recommendations are clear but not applicable. 	<ul style="list-style-type: none"> The recommendations lack clarity and applicability.
Score			

Graduation Project Rubric (Examiners Committee)



Form No.:

4-B

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

12 Compatibility of references with the scientific citation system			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> All project references in the text and the list comply with the scientific citation system. Diversity and novelty of Arabic and foreign references according to the scientific specialization. 	<ul style="list-style-type: none"> Errors were found in the compatibility between project references and the scientific citation system. Lack of diversity or novelty in references. 	<ul style="list-style-type: none"> Project references do not comply with the scientific citation system. Lack of diversity and novelty in references.
Score			

13 Student's preparation for an outstanding project presentation.			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> The student prepared an outstanding presentation for the project. 	<ul style="list-style-type: none"> The student prepared a satisfactory presentation for the project. 	<ul style="list-style-type: none"> The student did not prepare a presentation for the project.
Score			

14 Presentation Skills			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> The student showed professional presentation skills. 	<ul style="list-style-type: none"> The student showed a satisfactory level of presentation skills. 	<ul style="list-style-type: none"> The student showed inconsistent and non-functional presentation skills.
Score			

15 Discussion skills and ability to answer committee questions			
Scores and Grades	High (2)	Average (1)	N/A (Zero)
Description	<ul style="list-style-type: none"> The student excelled during the committee discussion. The student successfully answered all the questions from the Examiners Committee. 	<ul style="list-style-type: none"> The student demonstrated satisfactory performance during the committee discussion. The student was able to answer some of the questions of the Examiners Committee. 	<ul style="list-style-type: none"> The student did not convince the committee during the discussion. The student could not answer all the questions from the Examiners Committee.
Score			

Graduation Project Rubric (Examiners Committee)



Form No.:

4-B

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

Evaluation Committee Form for Graduation Project

No.	Criteria	Score Final	Committee member score			average scores
			First	Second	Third (If any)	
1	The project's alignment with the university's research priorities.	2				
2	The project achieves scientific authenticity, knowledge enrichment, and innovation.	4				
3	Language and structure integrity.	4				
4	The project's suitability for publication as a scientific paper.	8				
5	Integrity and completeness of the project abstract and its components.	2				
6	Inclusivity of the introduction (problem presentation, objectives, questions, hypotheses).	2				
7	Quality of the theoretical framework and previous studies/legal section.	2				
8	Methodology integrity in line with the project's objectives.	2				
9	Integrity of the methods used for analysis, validity of inferences, and accuracy of results.	2				
10	Logical analysis of results and depth of discussion.	2				
11	Clarity and applicability of recommendations.	2				
12	Compatibility of references with the scientific citation system.	2				
13	Student's preparation for an outstanding project presentation.	2				
14	Presentation skills.	2				
15	Discussion skills and ability to answer committee questions.	2				
Grans Total		40				

Committee recommendations:

Name of the first member:

Name of the second member:

Name of the third member:

Date:

Date:

Date:

Signature:

Signature:

Signature:

Form 5-A: Legal research product form.

Template for a Legal Research Paper in Arabic

Research Title / Paper Title

First Researcher's Name 1, Second Researcher's Name...

1Department, college, university, and country of each researcher.

Email of the first researcher or corresponding author: name@xyz.com

Abstract: The abstract should include background information about the study topic and its objectives, the methodology used, findings supported by statistics, a conclusion, and highlighted recommendations. The abstract should not exceed 250 words.

Keywords: Keywords should denote the research paper, not exceeding 6 and separated by commas (e.g., security studies, crime victims, Saudi law, Saudi universities, higher education).

1. Introduction

The introduction should contain the theoretical description of the research problem and explain the main objective of the presented work as follows:

- Importance of the study.
- Problem of the study.
- Questions of the study.
- Objectives of the study.

2. Methodology.

3. First Chapter:

3.1

3.2

4. Findings

This section should present the most salient findings obtained, linking them to the questions and objectives of the study.

5. Recommendations

This section should outline the key recommendations that can be drawn from this research, based on the data and discussions presented above. Recommendations should be stated in bullet points and clear language.

Disclosure of conflicts of interest.

Disclosure of research funding.

Acknowledgments

Acknowledgments should comply with the standardized requirements for scientific journals, listing all contributors who do not meet authorship criteria, such as those providing technical assistance, writing assistance, department heads, or those offering general support. Acknowledgement should also be expressed to entities providing financial and material support. For groups of individuals who contributed financially to the submitted paper but do not qualify as authors, they should be listed under headings like “Clinical Specialists” or “Associate Researchers”, specifying and describing the function of each group or their contribution, such as providing scientific consultation, conducting a critical review of the study, data collection, or providing care to study patients. As readers may infer support for the data and conclusions obtained in the submitted paper from those acknowledged, written permission should be obtained from all individuals acknowledged.

References and Resources

References should be documented within the text of the research without margins and should be listed at the end of the research following the reference system of the American Psychological Association (APA 7th edition).

Form 5-B: Form for a scientific paper in Arabic.

Template for a Research Paper in Arabic

Paper Title

First Researcher's Name 1, Second Researcher's Name...

1Department, college, university, and country of each researcher.

Email of the first researcher or corresponding author: name@xyz.com

Abstract: The abstract should include background information about the study topic and its objectives, the methodology used, findings supported by statistics, a conclusion, and highlighted recommendations. **The abstract should not exceed 250 words.**

Keywords: Keywords should denote the research paper and not exceeding 6 separated by commas (e.g., security studies, crime victims, Saudi law, Saudi universities, higher education).

1. Introduction

The introduction should contain the theoretical description of the research problem and related research, and it should explain the main objective of the presented work. It should encompass the importance of the study, its problem, questions, and objectives.

2. Methodology.

This section should provide a detailed description of the study procedures, specifying 3.1 the methodology of the study, 3.2 the study population, 3.3 the study sample, 3.4 the study tools, 3.5 methods of data collection, as well as 3.6 the statistical methods employed.

Tables and Figures:

- Tables: Tables typically present numerical values (e.g., percentages and standard deviations) and/or textual information (such as participant responses), arranged in columns and rows.
- Each table should have a title placed sequentially according to its use in the text. Non-standard abbreviations in the table should be explained in footnotes, using the following symbols in this sequence: *, †, ‡, §, **, ††, ‡‡, §§.

- Tables and figures should be numbered sequentially, printed on separate pages, and placed at the end of the research, with references to their locations within the text. For example: Table 1 here.
- Figures: A figure can be a diagram, a graph, a photograph, or any other illustration that is not a table. The use of graphs and charts should be limited to necessary instances.
- An explanation should be provided for each figure. If the figure has been previously published, the original source should be indicated, and written permission from the copyright holder is required to republish these figures. Permission should be sought regardless of the author or publisher, except for documents in the public domain.

Measurement Units

Length, height, weight, and volume should be expressed in metric units (meter, kilogram, liter, or their decimal multiples). Temperature should be in degrees Celsius, and blood pressure in millimeters of mercury. Blood measurements and clinical chemistry measurements should be expressed in the metric system following the International System of Units (SI). In some cases, non-metric units may be used if they are the standard in the field of application.

3. Findings

This section should present the most salient findings of the study, including statistical analysis results (if applicable), experiments, surveys, or other scientific tools used in the research in the form of tables or graphs with direct explanations

4. Discussion

In this section, the work should be considered from a broader perspective, comparing the findings with those of previous studies. The researcher should clarify the extent of accuracy and potential errors, discussing them and providing explanations. Additionally, the discussion should address the implications of the findings.

5. Conclusion

This section should outline the key recommendations that can be drawn from this research, based on the data and discussions presented above. Recommendations should be presented in paragraph form rather than bullet points.

Acknowledgments

Acknowledgments should comply with the standardized requirements for scientific journals, listing all contributors who do not meet authorship criteria, such as those providing technical assistance, writing assistance, department heads, or those offering general support. Acknowledgement should also be expressed to entities providing financial and material support. For groups of individuals who contributed financially to the submitted paper but do not qualify as authors, they should be listed under headings like “Clinical Specialists” or “Associate Researchers”, specifying and describing the function of each group or their contribution, such as providing scientific consultation, conducting a critical review of the study, data collection, or providing care to study patients. As readers may infer support for the data and conclusions obtained in the submitted paper from those acknowledged, written permission must be obtained from all individuals acknowledged.

References and Resources

References should be documented within the text of the research without margins and should be listed at the end of the research following the reference system of the American Psychological Association (APA 7th edition).

Form 5-C: Form for a scientific paper in English.



Template of the Research Article

Please fill out this Form electronically

Title Page: It contains the following:

Paper title:

Authors names:

Affiliation: (address of the academic foundation the authors belong to)

Department, College, Naif Arab University for Security Sciences, P.O. 6830, Riyadh, Saudi Arabia

Corresponding author (s): Corresponding author address and contact information (The author who is responsible for submitting the paper to the journal)

Running title (if applicable): it is a short title with no more than 5 words taken from the paper title.

Keywords (They differ on number and format based on the academic journal to which the paper is submitted for publication).

Abstract

It is not more than 250 words.

It should describe:

- The purpose of your work
- The methods you've used.
- The conclusions you've drawn.

Introduction

- It could be between 1000 to 2000 words.
- It includes background, research Rationale, previous related work, and aim of the study.
- Identify the problem of your research clearly.
- State the objective of your research. Use verbs like "investigate," "test," "analyze," or "evaluate" to describe exactly what you set out to do.

Methodology

- Indicate the research methods that you used to answer your question. This part should be a straightforward description of what you did in one or two sentences. It is usually written in the past simple tense, as it refers to completed actions.
- Don't evaluate validity or obstacles here-the goal is not to give an account of the methodology's strengths and weaknesses, but to give the reader a quick insight into the overall approach and procedures you used.

Results

- In the Results section, simply state what you found, but do not interpret the results or discuss their implications.
- Use subheadings to separate the results of different experiments.
- Results should be presented in a logical order. In general, this will be in order of importance, not necessarily the order in which the experiments were performed.



- Use the past tense to describe your results; however, refer to figures and tables in the present tense.
- Do not duplicate data among figures, tables, and text. A common mistake is to re-state much of the data from a table in the text of the manuscript. Instead, use the text to summarize what the reader will find in the table, or mention one or two of the most important data points. It is usually much easier to read data in a table than in the text.

Discussion

- Finally, you should discuss the main conclusions of your research: your answer to the problem or question. Conclusions are usually written in the present simple tense. If there are important limitations to your research (for example, related to your sample size or methods), you should mention them briefly in the abstract. This allows the reader to accurately assess the credibility and generalizability of your research.
- If your aim was to solve a practical problem, your discussion might include recommendations for implementation.

You should:

- Discuss your conclusions in order of most to least important.
- Compare your results with those from other studies: Are they consistent? If not, discuss possible reasons for the difference.
- Mention any inconclusive results and explain them as best you can.

Conclusion

- At the end of Discussion and Conclusions sections, state your main conclusions once again.
- Start by reiterating your research problem and concisely summarizing your major findings. Just a clear statement of the overall result that directly answers your main research question. This should be no more than one paragraph.

Acknowledgement

- Acknowledging who helped you in collecting, analysing data or contribute minorly on your study.
- Do not acknowledge family, parents, or friends in this section.

Conflict of interest

- The authors do not have any conflict of interest either scientifically or financially.

Funding

- Authors should mention the funding agency with a project number.

Ethical considerations

- The study should receive an ethical approval from the local ethical committee at the Nauss.



Authors contribution

- The roles of each of the authorships should appear in this section.

References

- The references should follow one Style either APA 7th, Vancouver, or Harvard (it depends on the Journal specifications).
- Example:

Journal paper: Hu, T., Chitnis, N., Monos, D., & Dinh, A. (2021). Next-generation sequencing technologies: An overview. *Human Immunology*, 82(11), 801-811.

Book: Wang, X. (2023). *Next-generation sequencing data analysis*. CRC Press.

Edited Book: Kwon, Y. M., & Ricke, S. C. (Eds.). (2011). *High-throughput next generation sequencing: methods and applications*. New York, USA: Humana Press.

Chapter in an edited book with DOI: Jenkins, S. (2018). Perspectives on behavioral development. In R. Gibb & B. Kolb (Eds.), *The neurology of brain and behavioral development* (pp. 29-80). Academic Press. <https://doi.org/10.1016/C2015-0-00695-5>.

Form 6: Supervisor's final approval of the graduation project.

الموافقة النهائية للمشرف العلمي على مشروع التخرج Final Approval of the Supervisor for the Graduation Project



Form No.:	(6)	رقم النموذج:
Please fill out the form electronically		يرجى تعبئة النموذج إلكترونياً
College:	<input type="text"/>	الكلية:
Department:	<input type="text"/>	القسم:
Academic program:	<input type="text"/>	البرنامج:
Academic year:	<input type="text"/>	العام الدراسي:
Semester:	<input type="text"/>	الفصل الدراسي:

Basic information	المعلومات الأساسية	
Project title in arabic:	<input type="text"/>	عنوان المشروع بالعربية:
Project title in english:	<input type="text"/>	عنوان المشروع بالإنجليزية:

أقر أنا المشرف العلمي بأن هذه هي النسخة النهائية للمشروع بعد استكمال التعديلات واستيفاء الملاحظات من قبل لجنة المناقشة.
I, the academic supervisor, acknowledge that this is the final version of the project after completing the revisions and addressing the comments from the discussion committee

Student:	اسم الطالب/ة:	
Name:	<input type="text"/>	الاسم:
Date:	<input type="text"/>	التاريخ:
Signature:	<input type="text"/>	التوقيع:

الموافقة النهائية للمشرف العلمي على مشروع التخرج
Final Approval of the Supervisor for the Graduation Project



Form No.:

(6)

رقم النموذج:

Scientific supervisor	المشرف العلمي	
Name:	<input type="text"/>	الاسم:
Date:	<input type="text"/>	التاريخ:
Signature:	<input type="text"/>	التوقيع:

Program director	مدير البرنامج	
Name:	<input type="text"/>	الاسم:
Date:	<input type="text"/>	التاريخ:
Signature:	<input type="text"/>	التوقيع:

Form 7: Regular meetings with the supervisor.

اللقاءات الدورية مع المشرف في مشروع التخرج Periodic Meeting with the Academic Supervisor Form



Form No.: رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

College: الكلية:

Department: القسم:

Academic program: البرنامج:

Academic year: العام الدراسي:

Semester: الفصل الدراسي:

Basic information	المعلومات الأساسية
Student name:	<input type="text"/> اسم الطالب/ة:
Student ID.:	<input type="text"/> الرقم الجامعي:
Mobile No.:	<input type="text"/> رقم الجوال:
E-mail:	<input type="text"/> البريد الإلكتروني:
Degree:	<input type="checkbox"/> Master ماجستير <input type="checkbox"/> <input type="checkbox"/> Higher Diploma دبلوم عالٍ <input type="checkbox"/>
Project implementation:	<input type="checkbox"/> Single منفرد <input type="checkbox"/> <input type="checkbox"/> Group مجموعة <input type="checkbox"/>
Project title in arabic:	<input type="text"/> عنوان المشروع بالعربية:
Project title in english:	<input type="text"/> عنوان المشروع بالإنجليزية:

اللقاءات الدورية مع المشرف في مشروع التخرج Periodic Meeting with the Academic Supervisor Form



Form No.:

(7)

رقم النموذج:

Date of last meeting	تاريخ آخر اجتماع
Summary of the key points discussed in the previous meetings	ملخص أهم ما نوقش في الاجتماع السابق
Accomplishments	ما تم إنجازه
The points to be discussed in the current meeting	النقاط للستهدف مناقشتها في الاجتماع الحالي
Recommendations and Guidance	التوصيات والتوجيهات
Date of next meeting	تاريخ اللقاء القادم

Form 8: Graduation project file verification checklist.

Graduation Project File Verification Form



Form No.:

(8)

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

Graduation Project File Data

Academic Program	
Academic Year	
Academic Semester	
Academic Supervisor	
Number of Graduation Projects	

Graduation Project File Requirements

No.	Item	Available	Not Available
1	Graduation Project Course Description		
2	Graduation Project Course Guide		
3	Proposed Form for Graduation Project (for each project)		
4	Graduation Project Plan (for each project)		
5	Graduation Project Timeline Form (for each project)		
6	Graduation Project Timeline Completion Form (for each project)		
7	Forms of Regular Meetings with the Supervisor (for each project)		
8	Supervisor's Assessment Form for the Graduation Project (for each project)		
9	Committee Evaluation Form for the Graduation Project (for each project)		
10	Graduation Project Report (for each project)		
11	Copy of the Graduation Project (for each project)		

Name of the first member:

Date:

Signature:

Form 9: Copyright.

Form of Undertaking to Publish Scientific Papers from Graduation Projects



Form No.:

(9)

رقم النموذج:

Please fill out the form electronically يرجى تعبئة النموذج إلكترونياً

The undersigned authors, whose names are listed in the scientific paper with the provided details below, undertake to contribute to the preparation and publication of the scientific paper in accordance with the established norms in the field of scientific research and academic work. This undertaking will be made while adhering to the ethical standards of scientific research and the intellectual property rights applicable at Naif Arab University for Security Sciences.

Graduation Project and Scientific Papers Information	
Graduation Project Title in English	
Graduation Project Title in Arabic	
Titles of Scientific Papers	

The participating authors in the preparation and publication of the scientific paper of the graduation project have agreed on arranging their names as follows:

Order of Authors	Name	Title	Signature
First			
Second			
Third			
Fourth			

The participating authors in the preparation and publication of the scientific paper of the graduation project commit to the following:

- The University-approved Graduation Projects Preparation Guide
- The University's Policy on Ethics of Scientific Research
- The guidelines outlined in the University's Student Handbook
- The University's Intellectual Property Guide