



King Saud bin Abdulaziz University for Health Sciences  
College of Medicine - Jeddah  
Joint Appointment Application

Application Checklist

Applicant's Name	
Position	
Specialty/Subspecialty	
Department	

Documents Checklist	Received	Remarks
<b>Applicants complete updated resume</b> (with Four given names, D.O.B, Full Update dates, previous employment, education, qualifications, Citation must follow the Vancouver Style, administrative/research/teaching experience)	<input type="checkbox"/>	
<b>3 Up-to-date letters of reference</b> Letters should be addressed to Dr. Mansour Al Qurashi, Dean, COM-J, and NOT 'To whom it may concern'. Letters outdated by 6 months are not acceptable and one (1) must be from your own department	<input type="checkbox"/>	
<b>Copy of Medical Degree Certificate</b>	<input type="checkbox"/>	
<b>Copy of Internship Certificate</b>	<input type="checkbox"/>	
<b>Copy of Residency Certificate</b>	<input type="checkbox"/>	
<b>Copy of Fellowship Certificate</b>	<input type="checkbox"/>	
<b>Copy of Specialty Board Certification</b>	<input type="checkbox"/>	
<b>Copy of Subspecialty Board Certification</b> (if applicable)	<input type="checkbox"/>	

**Recommended BY**  
Dr. Hashem Marzouki  
Associated Dean, COM-J

**Approved By**  
Dr. Mansour Al Qurashi  
Dean, College of Medicine, Jeddah

<b>Copy of Saudi Council for Health Specialties card</b>	<input type="checkbox"/>	
<b>Photo ID cleared and valid</b> (Saudi ID, Passport, Iqama, Valid professional or company ID, Driver's License, Other valid identity document)	<input type="checkbox"/>	
<b>Others</b> _____ _____ _____ _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

- **Note: All submitted documents must be hand-signed with Date**