



Kingdom of Saudi Arabia
King Saud bin Abdulaziz University for Health Sciences
COLLEGE OF MEDICINE – JEDDAH
DEPARTMENT OF MEDICAL EDUCATION
Faculty Enhancement Unit

Workshop Registration Form

Please fill-up this form and email it to: COMJ-MedEd@ngha.med.sa

For more inquiries, please call ext. (84) 45859 / 45851.

Part I: BASIC INFORMATION

Full Name:	
Badge Number:	
Academic Title/Position:	
Department:	
Email:	
Extension Number/Blp. :	
Mobile Number:	
Saudi Council ID Number:	
Gender:	
Mail Code:	

Part II : TERMS & REGULATIONS

- ☛ All Faculty Enhancement Workshops of College of Medicine – Jeddah are **FREE** and open to all KSAU-HS and MNGHA employees.
- ☛ Approval & disapproval of registration will be decided according to:
 1. First come first serve basis.
 2. Teaching needs of the faculty based on Faculty Enhancement database.
 3. In the event that limited seats are required and there is huge number of registered participants, the faculty and staff of KSAU-HS is the first priority.
- ☛ Approved participants will be notified through e-mail two days prior the conduction of the workshop.
- ☛ In case that the approved participant is unable to attend the workshop for any circumstances; the organizer must be informed on time in order to give the slot to others.
- ☛ Participants must be fully-engaged for the whole duration of the workshop.

Agree

Part III : WORKSHOP(S) REQUESTED

Priority	Date	Workshop Title
1		
2		
3		
4		
5		

Employee's Signature	Date

Department's Head Name & Signature	Date