



جامعة الملك سعود بن عبدالعزيز للعلوم الصحية
King Saud bin Abdulaziz University for Health Sciences

UNIVERSITY STUDENT RESEARCH BOARD
Policy No. USRB 005
Sponsorship for KSAU-HS Students to Present at International Conference

Purpose:

The purpose of this Policy is to set the conditions for sponsoring students to present at international conferences.

Definitions:

Students : Current undergraduate students of KSAU-HS
Annual Research Conference: KSAU-HS student research conference held annually
IRB : Institutional Review Board

Policy and Procedure:

- 1- The research must have been presented at the annual research conference (provide evidence).
- 2- Evidence that the work is accepted as "oral presentation".
- 3- Letter of IRB approval for the presented research (If applicable, e.g., when the presented work is systematic review/meta-analysis).
- 4- Letter of support from the Dean of the student's College.
- 5- The student to submit completed request for sponsorship (form attached) to the University Student Research Board (USRB).
- 6- Submission must be one month in advance of the conference date; submissions less than one month may not be processed.

PREPARED BY SRB

Date: 17 August 2015

Revised: March 21, 2023

REVIEWD BY:

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APPROVED BY:

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**SPONSORSHIP REQUEST FORM
(TO PRESENT AT NATIONAL OR INTERNATIONAL CONFERENCE)**

- 1- Student's Name: _____ Student's Number: _____
- 2- Student's College: _____
- 3- Expected date of graduation: _____
- 4- Supervisor's Name: _____
- 5- Title of accepted presentation: _____
Oral: _____ Poster: _____
- 6- Title of Conference: _____
- 7- Date of Conference: _____
- 8- City /Country of Conference: _____
- 9- Was the research presented at the Annual Research Conference? (evidence included)
Yes: _____ No: _____
- 10- IRB approval attached: Yes: _____ No: _____ (please justify:.....)
- 11- Letter of support from the Dean of student's College: Yes: _____ No.: _____

Student Signature

Date
