

The Policies of Promoting and Appointing Faculty Members

Summary of the policies the faculty adopts in promoting and recruiting faculty members and teaching assistants guided by the rules and regulations of the Egyptian Supreme Council of Universities.

Rules and steps for promoting teaching assistants.

- 1- The teaching assistant must attain a master's degree in the specialization.
- 2- Submitting a request from the teaching assistant to the department council to nominate for the position of assistant teacher.
- 3- The approval of the Department council and the Faculty Council to nominate the member for the post of assistant teacher.
- 4- Provide the Department of Personnel Affairs at the university with the name of the candidate, the approval of the department and the Faculty Council on his candidacy for the position of assistant teacher, a temporary certificate with a master's degree, certificates of obtaining (6) courses from the Training and Development Center (TDCENTER).
- 5- The university president's decision approving the appointment as an assistant teacher.
- 6- An approved decision to accept the job as an assistant teacher.
- 7- Release of the executive order to receive the work.

Rules and steps for appointing assistant professors.

- 1- The teaching assistant must attain a doctorate degree in the specialization.
- 2- Submitting a request from the teaching assistant to the Department Council to nominate an assistant professor position.
- 3- Approval of the Department Council and the Faculty Council to nominate the member for the post of assistant professor.
- 4- Provide the Department of Personnel Affairs at the university with the name of the candidate, the approval of the Department and the Faculty Council on his candidacy for an assistant professor position, a temporary doctorate degree certificate, certificates of obtaining (6) courses from the TDCENTER Training and Development Center).
- 5- The appointments committee's approval of an appointment as an assistant professor.
- 6- The university president's decision to approve the appointment as an assistant professor based on the approval of the University Council.
- 7- An approved decision to accept work as an assistant professor
- 8- Release of the executive order to take over the work.

Rules and steps for appointing associate professors.

- 1- The approval of the Permanent Committee for Promotions to promote a faculty member to the position of associate professor.
- 2- The application of the faculty member to the Department Council for candidacy for the position of associate professor, attached thereto Promotions Committee Decision
- 3- Approval of the Department and the Faculty council to nominate the member for the position of associate professor.
- 4- Provide the University's Personnel Affairs Department with the name of the candidate, the approval of the Department and the Faculty Council on His candidacy for the position of associate professor, a certified copy of the decision of the promotions committee, certificates of obtaining (6) courses from the Training and Development Center (TDCENTER)
- 5- Approval of the Appointments Committee on his appointment as an associate professor.
- 6- The university president's decision approving the appointment of an associate professor position based on the approval of the board of directors of the University.
- 7- An approved decision to accept the job as an associate professor.
- 8- Release of the executive order to take over the work.

Rules and steps for appointing professors.

- 1- The approval of the Permanent Committee for Promotions to promote a faculty member to the position of professor.
- 2- The application of the faculty member to the Department Council for candidacy for the position of professor, attached thereto Promotions Committee Decision
- 3- Approval of the Department and the Faculty council to nominate the member for the position of professor.
- 4- Provide the University's Personnel Affairs Department with the name of the candidate, the approval of the Department and the Faculty Council on His candidacy for the position of professor, a certified copy of the decision of the promotions committee, certificates of obtaining (6) courses from the Training and Development Center (TDCENTER).
- 5- Approval of the Appointments Committee on his appointment as a professor.
- 6- The university president's decision approving the appointment of a professor position based on the approval of the board of directors of the University.
- 7- An approved decision to accept the job as a professor.
- 8- Release of the executive order to take over the work.