



KFU

جامعة الملك فيصل
KING FAISAL UNIVERSITY
جامعة ووطن.. نماء.. واستدامة..

Visiting Professor

Program at King Faisal University

Rules and Regulations

2024M - 1446H





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Issued by King Faisal University Council Decree in its 6th session for the academic year 1442/1443, held on Wednesday, 29 /07/1443H and approved by His Excellency the Minister of Education under the letter of His Excellency the Secretary General for the Universities Affairs council No. 4300988657/1/S dated 22/10/1443 H and the letter No. 4301151228/S dated 30/11/1443 H

فهرسة مكتبة الملك فهد الوطنية

إدارة التعاون والشراكات الدولية ، جامعة الملك فيصل

UNIVERSITY , KING FAISAL

VISITING PROFESSOR PROGRAM AT KING FAISAL

UNIVERSITY RULES AND REGULATIONS. / UNIVERSITY

KING FAISAL, -٠ الهفوف ، ١٤٤٦ هـ

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Article (1) Definitions :

The following terms, wherever mentioned in these regulations, have the meanings specified in front of them:

1/1: **Kingdom:** The Kingdom of Saudi Arabia.

1/2: **Ministry:** The Ministry of Education.

1/3: **University:** King Faisal University.

1/4: **Authorized Person:** King Faisal University President or whoever is delegated by him.

1/5: **Administration:** International Cooperation and Partnerships Administration.

1/6: **Concerned Party:** The College, Department, Research Center, or Supporting Deanship applying to benefit from the Visiting Professor Program at King Faisal University.

1/7: **Regulations:** Regulations for Visiting Professor Program at KFU.

1/8: **Program:** Visiting Professor Program at KFU.

1/9: **Visiting Professor:** A Saudi or non-Saudi scholar or academic at a university or research institution inside or outside the Kingdom visiting King Faisal University to carry out research or teaching tasks or provide consulting expertise in his field of specialization.

1/10: **Remuneration:** Actual payment, including all allowances and compensation.

1/11: **Allowances:** The sum of money – other than salaries – that is disbursed in a percentage or as a fixed payment.

1/12: **Duration:** It is determined in days, weeks, and months according to the Gregorian calendar unless otherwise indicated.

1/13: **University Facilities:** All facilities and services at KFU.

1/14: **Qualifications:** Accredited academic or professional degrees obtained by the visiting professor.

1/15: **Country:** The country of nationality of the visiting professor. The State in which he resides at the time of contracting may be considered as his residence.

Article (2) Eligibility :

The provisions of these regulatory guidelines apply to the visiting professor at King Faisal University, both inside and outside the Kingdom, among scientists and academics holding internationally recognized academic and professional degrees.

Article (3) Contractual Terms :

3/1: Visiting professors must be medically fit.

3/2: Visiting professors should be distinguished in their fields and with good international reputation.

3/3: Visiting professors must be fully dedicated to serving the university during the contracting period.

Article (4) Visiting Professor Selection Criteria :

Contracting with visiting professors shall adhere to the following criteria:

4/1: Academic Rank:

4/1/1: To be a scholar or researcher who holds a Ph.D. (Professor or Associate Professor).

4/1/2: It is possible to contract with scientists, specialists or researchers who do not have the scientific degree referred to in the previous item provided that they have rare or modern specialties upon a recommendation by the concerned party and the approval of the authorized person.

4/2: Contribution of the candidate to the development of his field of specialization:

4/2/1: Having the experience in developing academic or scientific programs in his/her field of specialization.

4/2/2: Excellence in scientific publishing in high-ranking international scientific journals according to (ISI) or (Scopus) standards.

4/2/3: Excellence in research and book publication.

4/2/4: Publishing textbooks or reference materials in literature or fields of humanities.

4/3: Scientific Reputation:

4/3/1: Obtaining a patent, scientific innovation, or outstanding contribution to his field of specialization.

4/3/2: Obtaining scientific awards at the local, regional or international levels.

Article (5) University Obligations :

- 5/1: The financial dealings with the contractor on the visiting professor program at KFU are carried out in accordance with the contract concluded between the parties in accordance with the regulations in force.
- 5/2: The visiting professor is granted round-trip travel tickets (from and to the home or place of residency) according to the regulations in force by The Deanship of Faculty Affairs.

Article (6) Duties and Responsibilities :

The visiting professor shall have a direct relationship with the department, college, or research center to which he provides his/her academic or research services, and he must abide by the duties and responsibilities concluded in the contract between him/her and the university, which may include the following:

- 6/1: To convey to his students the latest scientific findings in his/her field of specialization and cultivate within them a passion for science, a thirst for knowledge, and a foundation in critical scientific reasoning.
- 6/2: To actively participate in the community service activities carried out by the department, college, or the university.
- 6/3: Working with faculty members at the university as a researcher.
- 6/4: Participate in teaching undergraduate and postgraduate courses offered by the university.
- 6/5: Guiding and orienting postgraduate students.
- 6/6: Proposing research projects and providing consultations.
- 6/7: Proposing collaborative research agreements and academic programs between the visiting professor's home university and KFU.

Article (7) Participations outside the University :

- 7/1: The visiting professor may participate in a conference or scientific symposium upon the approval of the university president based on a recommendation by the concerned council without any financial obligations on the university, and the university shall bear the expenses of the conference or symposium if his/her attendance or participation is mandated by it.
- 7/2: The visiting professor shall not perform any work or tasks to any other parties outside the university without the approval of the university president.

Article (8) Intellectual Property :

- 8/1: King Faisal University shall retain ownership of all intellectual property arising from the agreement between the parties including scientific, artistic, or technical works, regardless of the duration required for their accomplishment, analysis, or submission, as stipulated in the agreement between the parties.
- 8/2: The works referred to in the previous item shall include - but not limited to - papers, reports, scientific and technical research of all kinds, patents, commercial products, training programs, academic programs, and the development and creation of electronic programs.
- 8/3: The University guarantees its right to intellectual property by putting the name and logo of the university on those works detailed in the previous item (8/2). The formula of acknowledgement published by the Deanship of Scientific Research is used at the end of each work.

Article (9) Translation :

This contract may be translated to other foreign languages and in case of any dispute between the translated text and the Arabic version, the Arabic version shall prevail.

Article (10) Disputes :

The parties shall endeavor to settle amicably any dispute arising under, out of or relating to this Agreement. In case of failure to solve this dispute amicably, disputes shall be finally settled by the relevant court inside the Kingdom of Saudi Arabia or as the parties agree upon.

Article (11) Visiting Professor Contract and Leaves :

11/1: Visiting Professor Contract:

11/1/1: Contract Duration: The contract is concluded for a period not exceeding six Gregorian months. The authorized person may, in exceptional cases, approve a longer term based on the recommendation of the Department Council and the approval of the College Council and the Standing Committee for International Cooperation and Knowledge Exchange, provided that the beginning of the contract is in accordance with the following:

- 11/1/1/1: Contracting from within the Kingdom:** In this case, the contract period starts from the day on which the visiting professor applies to actually start his work.
- 11/1/1/2: Contracting from outside the Kingdom:** In this case, the contract period starts from the day that the contractor leaves his country taking the shortest possible route, provided that the trip shall not exceed three days.
- 11/1/2: Contact Extension:** Contact duration may be extended in the same terms as the previous one upon the approval of the parties and the approval of the authorized person. The extension request should be submitted before the end of the contract, with a period of not less than two weeks.
- 11/1/3: Cancellation of the Contract:** The authorized person has the right to cancel the contract without any responsibility incurred by the university if the visiting professor does not start his work within fifteen days from the date specified for starting.
- 11/1/4: Termination of the Contract:** The contract shall be terminated before the expiry date in the following cases:
- 11/1/4/1:** Accepting the termination request submitted by the visiting professor.
- 11/1/4/2:** The insistence of the visiting professor on the request to terminate the contract even though the university did not accept the request.
- 11/1/4/3:** Absence from work without a legitimate excuse accepted by the university for a period exceeding (3) continuous days or (5) separate days, and the visiting professor is considered in this case insisting on terminating the contract without the university's approval.
- 11/1/4/4:** If the concerned department submits a report proving that the visiting professor is incompetent, or has experienced a decline in his proficiency.
- 11/1/4/5:** If the sick leaves exceeded the days stipulated in item (11/2/1) in this regulation. In this case, return tickets will be issued to the contracting party, and the amounts that have been paid to him shall not be recovered, nor shall the amounts due by law be paid to him.
- 11/1/4/6:** the visiting professor is not eligible for the return ticket if his contract is terminated in accordance with the above mentioned paragraphs (2, 3, and 4).
- 11/1/4/7:** The authorized person may, in exceptional cases at his discretion, exempt the visiting professor from some or all of the expenses resulting from the cancellation or termination of the contract in accordance with the provisions of this article.
- 11/2: Visiting Professor's Leaves:**
- 11/2/1: Sick leave:** as determined by the medical authorities, with a maximum of three (3) days. In cases that require sick leave periods exceeding (14) days, the university may terminate the contract in accordance with Article (11/1/4/5) of this regulation.

- 11/2/2: Temporary Leave:** The contractor may be granted a temporary leave of no more than five (5) days when necessary, without affecting the performance of the tasks of his agenda, and in this case, he does not receive any monetary compensation or travel tickets.
- 11/2/3: Weekly leave:** The visiting professor enjoys a weekly leave according to the applicable laws in the Kingdom, and the authorized person has the right to modify the date of the weekly leave according to work requirements.
- 11/2/4: Regular leave:** The visiting professor is not entitled to any regular leave during the contracting period.
- 11/2/5: Exceptional leave:** The visiting professor is not entitled to any exceptional leave during the contracting period.
- 11/2/6: Eid leaves:** The visiting professor deserves the usual Eid leaves with full remuneration. The authorized person may cancel the Eid al-Fitr and Eid al-Adha leave or part of them according to work requirements, provided that this cancellation shall be with the consent of the contractor, except in the case of necessity. In the event of cancellation of the leave, the visiting professor shall receive compensation equivalent to the leave's remuneration or its duration in accordance with the applicable law.

Article (12) General Provisions :

- 12/1:** These regulations and their appendices are an integral part of the terms of the employment contract referred to in Article (11/1: Visiting Professor Contract).
- 12/2:** The provisions of these regulations shall enter into force from the date of approval by the authorized person. With regard to valid contracts, they shall be applied upon renewing them.
- 12/3:** For contracts with visiting professors lasting less than a month (short visits), leaves, financial entitlements, rights, and obligations are adjusted proportionally to the agreed contract duration. Consequently, attached forms and appendices shall be amended accordingly.
- 12/4:** Taking into account the rights acquired by visiting professors under the previous regulations, they cancel all provisions that contradict them.
- 12/5:** The University Council and the University President may delegate some of their powers to whom they deem necessary.
- 12/6:** Relevant issues not specified in these regulations shall be subject to the laws of the Higher Education Council and its regulations, in addition to the regulations, orders and decisions in force in the Kingdom.

- 12/7: Unless otherwise stated in these regulations, visiting professors shall be subject to the duties and responsibilities specified in university regulations. In the absence of specific provisions in these regulations, the provisions of the Civil Service Law and its executive regulations regarding human resources in the civil service shall apply.
- 12/8: The administration of International Cooperation and Partnerships shall supervise the process of implementing these regulations in coordination with the relevant authorities.
- 12/9: The University Council has the right to interpret these regulatory controls in a manner that does not conflict with other laws and regulations.
- 12/10: The General Administration of Human Resources at the university shall manage all financial matters in accordance with the regulations.
- 12/11: The annexes and forms attached to these regulations and the amendments thereto are considered an integral part of the present rules and regulations, including the digital transformation processes.
- 12/12: The visiting professor shall abide by the laws, regulations and instructions in force in the Kingdom, and he must respect the customs and traditions observed in the Kingdom and not prejudice religion or interfere in political affairs.
- 12/13: The visiting physician is required to obtain the necessary insurance against medical malpractice (human medicine) comparable to colleagues in the same specialty, and in accordance with the directives of the Saudi Commission for Health Specialties in this regard.
- 12/14: It is prohibited to assign a visiting professor to administrative positions. However, this shall not include chairing or being a member of some committees or work teams that are formed to accomplish work related to the visit program.



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(Annexes)

Visiting Professor Program at King Faisal University

Annex No.1: Guiding Procedures

1. Program Vision
2. Program Mission
3. Program Goals
4. Facilities offered to visiting Professors
5. Visit Request Procedures

Annex No. 2: Forms

- Form (1): Visiting Professor Application
- Form (2): Application Review Form
- Form (3): General Assessment Form for Visiting Professor Program
- Form (4): Visiting Professor Assessment Form
- Form (5): Visit Assessment Form

Annex (1)

Guiding Procedures

1. Program Vision
2. Program Mission
3. Program Goals
4. Facilities offered to visiting Professors
5. Visit Request Procedures

1 Program Vision :

Leadership in knowledge exchange and scientific experiences between international and local scientists and researchers and King Faisal University faculty members and employees.

2 Program Mission :

Enhancing the exchange of scientific experiences between international and local researchers and King Faisal University staff to enrich scientific research, academic programs, and knowledge exchange. This will be achieved by attracting prominent researchers to facilitate effective communication with program beneficiaries.

3 Program Goals :

The Visiting Professor Program at KFU aims at:

- 3/1: Introducing and strengthening effective knowledge communication channels between the university and distinguished researchers locally and internationally.
- 3/2: Contributing to the enrichment and collaboration in scientific and academic research fields.
- 3/3: Supporting university initiatives through colleges and research centers to benefit from distinguished international scientific competencies.
- 3/4: Contributing to enhancing the quality of scientific research outputs and academic programs at the university.
- 3/5: Contribute to the achievement of the university strategic plan by setting the objectives and activities in line with the strategic priorities of the university, colleges, and research centers.

4 Facilities offered to visiting Professors :

King Faisal University provides the following facilities to visiting professors, as stipulated by the law:

- 4/1: The General Administration of Institutional Communication and Media provides a means of transportation for the visiting professor upon arrival to the Kingdom and upon departure from it.
- 4/2: An adequate furnished housing or a housing allowance.
- 4/3: The transportation department at the university provides transportation for the visiting professor from their residence to the university, as well as any additional internal transportation required for program activities."
- 4/4: The Deanship of Information Technology provides a temporary username and email for the visiting professor to benefit from the university's electronic services.
- 4/5: Having access to the central library, research laboratories and other services available at the university.
- 4/6: The use of databases available at the university.
- 4/7: Taking advantage of university facilities.
- 4/8: The visiting professor should be provided with an office.
- 4/9: Providing health care to the visiting professor during the contracting period through the university's medical clinics complex and the general medical services available in accordance with the regular procedures followed.
- 4/10: Accessing the university's electronic services directory via the General Administration of Human Resources.

5 Visit Request Procedures :

The visiting professor is invited according to the following procedures:

- 5/1: The concerned party fills out Form No. 1 – (Request to benefit from the Visiting Professor Program at King Faisal University) prepared by International Cooperation and Partnerships Administration.
- 5/2: The entity wishing to benefit from the program submits a letter to the International Cooperation and Partnerships Administration, including the following:
 - 5/2/1: Visit Request.
 - 5/2/2: Visit Justifications.
 - 5/2/3: Visit Goals.
 - 5/2/4: Determine the destination (the Kingdom's embassy or consulate abroad).
 - 5/2/5: The approval of the college and department councils, if necessary, in addition to the university president approval of the minutes of the council.
- 5/3: Attaching the following required documents:
 - 5/3/1: A detailed CV of the Visiting Professor.
 - 5/3/2: A copy of the academic degrees.
 - 5/3/3: A statement of previous visits to the Kingdom or other countries, specifying them and the dates of the visits, if applicable.
 - 5/3/4: A statement of the previous visits to KFU, specifying the dates of the visits, if any.
 - 5/3/5: A copy of the passport.
 - 5/3/6: A recent personal photo.
 - 5/3/7: A copy of the detailed program prepared for the visiting professor, which achieves the goals of the visit throughout his stay at the university.
 - 5/3/8: Attaching an acknowledgment from the visiting professor confirming that he has read and understood the rules and regulations of the visiting professor program at King Faisal University.
 - 5/3/9: Attaching a copy of the visiting professor's initial approval to participate in the program areas mentioned in Article (6: Duties and Responsibilities of the Visiting Professor) in the current rules and regulations.
 - 5/3/10: Attaching a copy of the visitor's employer's approval for the visit, if such approval has been obtained.

- 5/3/11: Attach the original form (visiting professor application form) form No. (T4) prepared by the Ministry of Education, after filling all its data.
- 5/3/12: Attach the original form (security scanning) prepared by the Ministry of Education, after filling it out.
- 5/4: The Department of International Cooperation and Partnerships reviews the application before submitting it to the relevant committees at the university.
- 5/5: The Department of International Cooperation and Partnerships completes Form No. (2), the Application Review Form attached to these regulations, and documents the opinion of the relevant committees at the university.
- 5/6: The Department of International Cooperation and Partnerships presents the application to the university's authorized entity for a decision.
- 5/7: The Department of International Cooperation and Partnerships submits the application and its attachments to the University Vice Presidency for Postgraduate Studies and Scientific Research to be submitted through them to the relevant authorities to obtain the approval of the Ministry of Education and entry visas in accordance to the applicable system.
- 5/8: After the approval of the Ministry of Education of the application, The Department of International Cooperation and Partnerships undertakes the executive procedures in coordination with the relevant departments at the university.
- 5/9: The Deanship of Faculty Affairs informs the visiting professor in order to communicate with the Embassy of the Kingdom of Saudi Arabia at his home country.
- 5/10: The Deanship of Faculty Affairs notifies the visiting professor to arrive in the Kingdom on the proposed start date of the program.
- 5/11: The party requesting the visit shall ensure that the visiting professor commences work on time and inform the General Administration of Human Resources in compliance with the relevant regulations.
- 5/12: The requesting party, in the event of the visiting professor's failure to commence work, has the right to request the termination of the contract as outlined in Article (11/1/3: Contract Cancellation) under these regulations. The request for cancellation is forwarded to the General Administration of Human Resources, with notification sent to the Department of International Cooperation and Partnerships.

Annex (2)

Forms

Form (1): Visiting Professor Application

Form (2): Application Review Form

Form (3): General Assessment Form for Visiting Professor Program

Form (4): Visiting Professor Assessment Form

Form (5): Visit Assessment Form

Form (1) Visiting Professor Application :

(To be filled by the Requesting Entity)

Requesting Party's Data

☐ College

☐ Research Center

☐ Supporting Deanship

Name of the entity :

Department / Section / Unit :

Duration of visit:

The proposed period of the visit From :to.....

Visiting Professor's Personal Data

❖ To be filled according to the passport

First Name	Second Name	Third Name	Last Name

Sex: ☐ Male

☐ Female

Age:

Date of Birth:

Nationality: Religion:

Place of Residency: Marital Status :

E-mail :

Current Employer (if any) :

Visiting Professor's Academic Credentials

Academic Rank: ☐ Professor ☐ Associate Professor

☐ Assistant Professor

General Specialization :

Sub-specialization :

Visit Purpose

☐ Scientific Research

☐ Teaching

☐ Scientific Counselling

☐ Training

Other (specify) :



Visit Goals and Tasks

1.
2.
3.
4. Other (the goals and additional tasks of the visit must be attached in detail)

Excellence points for visiting professor

☒ Scientific Research ☐ Books & Articles ☐ Awards ☐ Patents

- ☐ Others (specify) :
1.
 2.
 3.
 4.

Previous Visiting to KFU

Has the visiting professor ever visited King Faisal University before?

☐ No ☐ Yes, If yes, please fill out the following accordingly :

N	Visit date	Visit period	College/ Research Center/ Supporting Deanship	Visit Purpose
1				
2				
3				
4				

Expected Outcomes of Visit

1.
2.
3.
4.

Recommendation of College Council

☐ Approved ☐ Not Approved
 Session number : Dated :
 Signature by College Dean:
 Date:

Recommendation of Department Council

☐ Approved ☐ Not Approved
 Session number : Dated :
 Signature by Department Head:
 Date:

Documents to be attached to the form:

- ☐ A recent photo of the visiting professor
- ☐ A copy of the academic qualifications of the visiting professor.
- ☐ A copy of the detailed program of the visit
- ☐ A record of the visiting professor's previous visits to the university
- ☐ A copy of the initial approval of the visiting professor to the visit
- ☐ A copy of the visiting professor's acknowledgement that he has carefully read and consented to the regulations of the visiting professor program at KFU.
- ☐ A copy of the visiting professor's passport
- ☐ A copy of the curriculum vitae of the visiting professor
- ☐ A copy of the detailed tasks assigned to the visiting professor
- ☐ A record of the visiting professor's previous visits to the Kingdom
- ☐ A copy of the initial approval of the visiting professor's employer

Form (2) Visiting Professor Application Review Form :

(To be filled out by the Department of International Cooperation and Partnerships)

Host Party Information

☐ College

☐ Research Center

☐ Supporting Deanship

Name of the entity:

Department / Section / Unit:

Duration of visit:

The proposed period of the visit: From To

Visiting Professor's Personal Information

First Name	Second Name	Third Name	Last Name

Sex: ☐ Male ☐ Female Age: Date of Birth:

Nationality: Religion:

Place of Residency: Marital Status :

E-mail :

Current Employer (if any) :

The Department of International Cooperation and Partnerships Opinion

The visit request was presented to the visiting professor program committee at the university in its session No. (.....) Dated

☐ unanimous approval

☐ majority approval

☐ unanimous disapproval

☐ majority disapproval

The signature of the General Supervisor of the Department of International Cooperation and Partnerships: Date :

Approval by the University President

☐ Approved

☐ Disapproved

Signature of the University President Date.....

Additional directives from the university president

.....
.....
.....

Form (3) General Assessment Form for Visiting Professor Program :

(To be filled out by the visiting professor)

General Information

First Name	Second Name	Third Name	Last Name

Name of the entity:

Department / Section / Unit:Duration of visit:

The proposed period of the visit: From To

To His Excellency the Visiting Professor: Thank you for your cooperation in evaluating the visit for the Visiting Professor Program by responding to the following questionnaire:

Questionnaire

Standard	Excellent	Very Good	Good	Acceptable	Notice
The level of the reception service from and to the airport					
Service level of furnished accommodation					
The level of transportation service from housing to the university					
Meals and catering service level					
Adequate office/laboratory service level					
IT service level					
The level of the electronic services directory at the university					
Central Library Service Level					
Research laboratory level					
database level					
University facilities level					
Transportation service level for supporting services					
Health care level					
The level of contractual aspects and various administrative procedures					
The level of internal and external follow-up services					
The level of equipment and materials provided to support the visit goals					
The level of communication of the implementing entity of the visit program					
The level of the activities of the visit program and it's plans					
The level of student participation in the program's activities					
The level of achieving the goals of the visit program from your point of view					

Points of Strength	Improvement Opportunities
.....
.....
.....

Form (4) Visiting Professor Assessment Form :

(To be filled out by the students/others in the host college/department)

Visiting Professor Basic Data

First Name	Second Name	Third Name	Last Name

Name of the entity:

Department / Section / Unit:

Duration of visit:

The proposed period of the visit: From To

Dear students: We kindly request you to fill out the following questionnaire about the visiting professor, whose data is mentioned above.

Questionnaire

N	Statement	Agree	Neutral	Disagree
1	The visiting professor presents a modern scientific material			
2	The visiting professor closely monitors students' progress			
3	The visiting professor uses teaching methods that stimulate thinking and curiosity			
4	The visiting professor enriches the students' experiences through his scientific and personal experiences			
5	The visiting professor respects and appreciates students' ideas and suggestions			
6	The visiting professor presents the scientific material in the lectures in a clear, coherent and organized manner			
7	The visiting professor uses clear and understandable language			
8	The visiting professor instills positive attitudes, habits and ethics in the students.			
9	The visiting professor shows interest in the extent of students' learning and acquisition of scientific knowledge			
10	The visiting professor motivates students to think creatively			
11	The visiting professor provides feedback to students to improve their learning			
12	The visiting professor motivates students to consult various references.			

- The visiting professor will be evaluated by university students through the (Measurement and Evaluation Center) according to the university's system .

Form (5) Visit Assessment Form :

(To be filled out by the host college/department)
(This form is used in case the visit is for the purpose of scientific research)

Basic Information

First Name	Second Name	Third Name	Last Name

Name of the entity:

Department / Section / Unit:

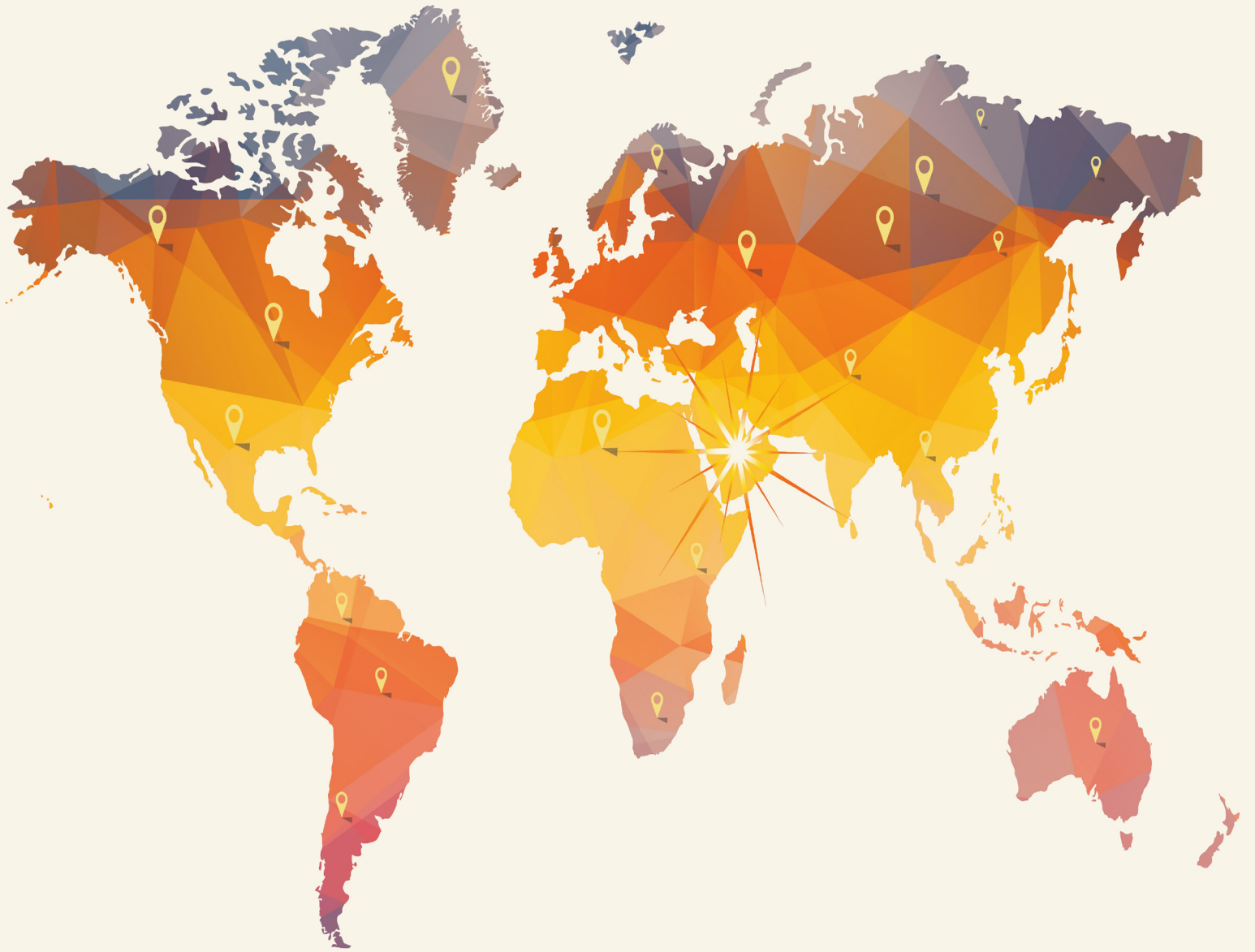
Duration of visit:

The proposed period of the visit: From To

Questionnaire

N	Statement	Excellent	V. Good	Good	Weak
1	The overall results of the visit are compatible with what was planned				
2	The entity benefitted from exchanging experiences with the visiting professor				
3	Postgraduate students benefitted from the experiences of the visiting professor				
4	Visiting professor cooperated with the employees and staff				
5	The originality of the research topics presented by the visiting professor				
6	Good quality of the scientific meetings presented by the visiting professor				
7	The novelty of scientific knowledge presented by the visiting professor				
8	Research topics related to the entity's plan				

- Attach a copy of the detailed reports on the visit and the visiting professor (after the visit) according to the applicable laws and regulations.





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