



**Kuwait University**  
**Deanship of Admission and Registration**  
**Registration Department**

**College**  
**Scientific Section**  
**Semester**  
**Form Submission Date**

جامعة الكويت  
KUWAIT UNIVERSITY

**Participation form for External Secondment of Supportive Academic Staff Member for summer semester**

☐

New Form

☐

Amendment of previous Form

Purpose of delegation:

☐

Teaching

☐

Assist in Teaching

Previous Semester in which course was taught in Kuwait University:

Name of person to be delegated as shown in Civil Id:

Current work place and address:

Contact No:

Civil Id:

Residency expiry date (non-Kuwaiti):

Qualifications:

| C | Course Title | Course No. & section | Number of Units | Time | Number of weekly hours |           |
|---|--------------|----------------------|-----------------|------|------------------------|-----------|
|   |              |                      |                 |      | Theoretical            | Practical |
| 1 |              |                      |                 |      |                        |           |
| 2 |              |                      |                 |      |                        |           |
| 3 |              |                      |                 |      |                        |           |

**Supportive Academic Staff Member**

**Administrative Faculty Member**

**Head of Department**

**College Dean**

**Admission and Registration Dean**

**Signature:**

**Attachments**

- Approval of the employer on the secondment.
- Previous secondment approval for an Academic year.
- Copy of Civil id.
- Copy of Academic qualification.
- In the event the form is being amended from previous form, a copy of previous form must be attached for the concerned faculty member.

**Bank Info. (Attach bank documents to approve payment)**

Bank Name:

Branch:

IBAN:

Account No: