

Instructions for Completing the Grant Form According to Specific Criteria

1. Only active full-time faculty members are eligible to complete the form. Hospital faculty, research fellows, the President, Executive Vice Presidents, Vice Presidents, Assistant Vice Presidents, and faculty members on sabbatical or unpaid leave for the entire year are not eligible.
2. Reported activities should refer to the previous academic year (October 1, 2024 – September 30, 2025), or, where specified, to the past three academic years (October 1, 2022 – September 30, 2025).
3. Sabbatical periods (excluding summer sabbaticals) or unpaid leave must be indicated in the designated section of the form.
4. You can view the teaching evaluation scores will be updated in the "MISKAL" system (Criteria Group 1, Section 5).
5. A CV must be attached, including a list of publications relevant to the reporting period.
6. After filling all the information, click "Submit Request" to submit the form.

Full Grant:

Eligibility requires meeting 4 out of 11 criteria, where at least 2 are from Group 1.

Partial Grant:

- 75% Grant – Requires meeting 3 out of 11 criteria, where at least 2 from Group 1.
- 50% Grant – Requires meeting 2 out of 11 criteria, where at least 1 from Group 1.

New Faculty Members:

First-year faculty members will receive the full grant upon submitting a CV with the form.

New Faculty Members in Their Second Year:

Grant Eligibility:

- 100% Grant – Awarded to faculty members who meet two criteria, at least one of which is from the first group of criteria.
- 50% Grant – Awarded to faculty members who meet one criterion from the first group of criteria.

Third-year faculty members must meet the standard eligibility requirements.

Sabbatical/Unpaid Leave/Teaching Exemption:

In cases of a sabbatical, unpaid leave, or teaching exemption, for a continuous period of up to two years, it is permissible to use the teaching evaluation scores (Criteria Group 1, Section 5) from the year preceding that



period. If the sabbatical/unpaid leave/teaching exemption period lasted longer than two years, the section may not be completed.

Applicants must declare that the information provided is accurate.

A false declaration may constitute a disciplinary offense.

Forms will be reviewed by the Deputy Vice President for Academic Affairs and require their approval