



جامعة المستقبل
Mustaqbal University
أول جامعة أهلية بمنطقة القصيم

Scientific Research Policy and Procedures at Mustaqbal University

Prepared By:
Scientific Research Department

Second Version
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Policy Identification Card

Policy Title	Scientific Research Policy and Procedures at Mustaqbal University
Code	UOM-RES-SRD-POL-001-V2
Owner	Vice Rector for Graduate Studies and Scientific Research
Primary Reference	Regulations for Scientific Research and Innovation in Saudi Universities, issued by the Council of University Affairs, Decision No. (6/22/1445 AH)
Purpose	To regulate scientific research activities, procedures, and support mechanisms
Scope of Implementation	Colleges of the University, its scientific research units, and the Scientific Research Department at UOM
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Contents

1. Introduction
2. Policies and Procedures
 - Regulatory Framework
 - Policy Objectives
 - Scope of Application
 - Regulations and Rules for Scientific Research
 - Researcher Incentive Mechanism
 - Scientific Research Databases
 - Rules of Scientific Research Ethics
 - Misconduct in Scientific Research
 - Policy and Procedures for Marketing and Commercial Investment of Scientific Output
3. Conclusion
- Appendices



1. Introduction

The faculty member is one of the most important pillars that society relies on to build its entity, because of the experiences he provides that are useful in building the good citizen morally, scientifically and professionally, in a way that contributes to interacting with intellectual, scientific, cultural, economic and social changes, and adapting to their developments, and then laying the foundations for renaissance and sustainable development. Thus, the faculty member has become a professional with his own origins, principles, references, and distinctive features. The discussion about faculty members increasingly leads to understanding their most important duties and rights, and how to embody them practically, in accordance with the Almighty's words: "We offered the Trust to the heavens and the earth and the mountains, and they declined to bear it and feared it; but man bore it. Indeed, he was unjust and ignorant." (God Almighty has spoken the truth), and the words of His noble Prophet: "God loves that when one of you does a job, he does it perfectly." Mustaqbal University sets governing policies for scientific research, which is an important axis of the university's activity. This can be referred to in the "Scientific Research Guide," which was prepared by the university, represented by the Scientific Research Department. The guide includes scientific research policies and procedures, from regulations and rules of scientific research, to objectives and tasks, mechanisms for applying for research funding support, faculty members' rewards for university-funded research, incentive awards and rewards, and the policy of scientific research ethics.

2. Policies and Procedures

First: Regulatory Framework

The Scientific Research Policy and Procedures at Mustaqbal University are grounded in the systems, regulations, and organizational decisions approved in the Kingdom of Saudi Arabia. These constitute the governing regulatory framework for all scientific research activities in Saudi universities. The primary reference is the *Regulations for Scientific Research and Innovation in Saudi Universities*, issued by the Council of University Affairs Decision No. (6/22/1445 AH), adopted in its twenty-second meeting held on 22/11/1445 AH, corresponding to 30/05/2024.

These policies serve as a practical framework for translating and implementing the national regulations, adapted for effective application at Mustaqbal University.

The main regulatory documents underpinning this policy include:

- The University System issued by the Council of University Affairs, including provisions related to scientific research and innovation.
- The Regulations for Scientific Research and Innovation in Saudi Universities, which define the general frameworks for managing and funding research projects, research governance, and research ethics.
- The approved financial regulations in Saudi universities concerning expenditure on research projects, financial oversight, and accountability.
- The Regulations for Organizing Scientific Publishing and Intellectual Property Rights approved by the competent authorities at the Ministry of Education.
- The systems of research ethics issued by the National Committee for Bioethics, which ensure the protection of participants' rights, data confidentiality, and academic integrity.
- Institutional and programmatic accreditation requirements and standards issued by the Education and Training Evaluation Commission.

Based on the above, this policy serves as an official, approved reference for organizing and developing the scientific research ecosystem at Mustaqbal University. All UOM personnel are required to adhere to the policies and procedures contained herein.



Second: Policy Objectives

The Scientific Research Policy and Procedures at Mustaqbal University aim to establish a comprehensive, clear, and integrated organizational framework that regulates the UOM's research ecosystem, enhances its efficiency and effectiveness, ensures compliance with academic standards and best research practices, and contributes to institutional excellence and research sustainability. The main objectives are as follows:

1. Enhancing the Research and Innovation Environment

- Providing a stimulating and supportive research environment that encourages faculty members and researchers to engage in creativity, innovation, and distinguished research output.
- Developing effective policies and mechanisms for managing research projects to achieve quality, sustainability, and efficiency in research outcomes.
- Empowering researchers with access to necessary research resources and streamlining administrative procedures related to scientific research.

2. Regulating Support and Funding Mechanisms for Scientific Research

- Establishing clear and transparent standards for the submission, evaluation, and approval of research proposals and projects.
- Organizing funding systems, incentives, and research rewards in a manner that ensures fairness, transparency, and promotes research competitiveness.
- Improving the efficiency of managing financial resources allocated to scientific research and directing them toward the UOM's strategic research priorities.

3. Improving the Quality of Research Output and Enhancing Its Impact

- Encouraging scientific publishing in internationally indexed journals with high impact factors according to approved databases.
- Supporting interdisciplinary and specialized research that addresses developmental and societal issues of national priority.

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- Strengthening research collaboration among the UOM's colleges and building effective research partnerships with local and international academic and research institutions.

4. Ensuring Compliance with Research Ethics and Academic Integrity

- Adhering to national and international standards of research ethics and protecting the rights of participants in studies and research.
- Embedding principles of academic integrity and preventing scientific plagiarism and data manipulation through clear policies on citation and documentation.
- Promoting transparency and objectivity in peer review and scientific evaluation procedures for projects and research outputs.

5. Aligning Scientific Research with Saudi Vision 2030

- Aligning UOM's research priorities with national directions for innovation and sustainable development.
- Supporting research projects in areas such as food security, renewable energy, digital transformation, artificial intelligence, and public health.
- Enhancing the role of scientific research in supporting the knowledge economy and achieving sustainable developmental impact.

6. Strengthening the Academic Standing of Mustaqbal University

- Stimulating scientific publishing in high-impact journals in accordance with global database requirements.
- Supporting high-impact research that contributes to elevating the UOM's ranking in research metrics and international academic classifications.
- Building strategic research partnerships with local and global research institutions to enhance the UOM's academic and research presence.

Third: Scope of Application

This section defines the scope of application of the Scientific Research Policy and Procedures at Mustaqbal University. It identifies the targeted categories, the research programs and projects subject to the policy, the covered scientific fields, oversight and evaluation mechanisms, and requirements for compliance. This ensures unified research practices, governance, and institutional quality.



1. Targeted Categories

These policies apply to all academic and research categories at UOM, particularly:

- Faculty members across all ranks and disciplines, including early-career researchers.
- Researchers participating in approved and UOM-supported research projects and initiatives.
- Postgraduate students involved in scientific research and projects.
- Undergraduate students participating in research activities and projects under student support programs.
- Officially approved research groups at UOM.
- Staff of the Scientific Research Department /Deanship and related entities responsible for implementing and monitoring research programs.

2. Covered Research Programs and Projects

The policy covers all approved research programs, initiatives, and projects at UOM, including but not limited to:

- Support programs for faculty members and early-career researchers.
- Programs supporting research groups and collaborative research.
- Individual research projects across scientific and humanities disciplines.
- Programs supporting female researchers and enhancing their participation in scientific research.
- Programs supporting scientific publishing, translation, and English-language publishing.
- Reward and incentive programs for publishing in indexed journals.
- Support and funding programs for postgraduate student research.
- Support programs for undergraduate research activities and projects.

3. Covered Scientific Fields

The policy encompasses all scientific and humanities disciplines taught at UOM, in accordance with the research priorities approved in the UOM's strategic plan. These include:

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- Scientific, applied, engineering, and medical specialties such as environmental sciences, computer science, artificial intelligence, engineering, energy, and health sciences.
 - Humanities and social specialties such as educational studies, psychology, economics, administrative sciences, and law.
 - Sharia sciences and Arabic language, while observing approved standards and controls for scientific publishing in Arabic.

4. Oversight, Monitoring, and Evaluation Mechanisms

- The Scientific Research Department /Deanship at UOM provides general oversight of all programs and research projects covered by this policy.
- All funded research and projects are subject to review and approval by the UOM's Scientific Research Ethics Committee to ensure compliance with approved ethical standards.
- Research proposals and outputs are evaluated through internal and external peer-review mechanisms based on quality and research excellence criteria.
- Periodic technical and financial monitoring procedures are applied to ensure adherence to implementation plans and optimal utilization of research resources.

5. Compliance and Commitment

- All researchers and relevant UOM personnel must comply with the controls, policies, and procedures outlined in this document.
- The provisions of this policy are consistent with the regulations and systems for scientific research and innovation applicable in Saudi universities.
- Financial and administrative oversight procedures are implemented to ensure that research funding is used only for approved purposes.
- All research activities must comply with relevant national and international standards for research quality and ethics.

Fourth: Regulations and Rules for Scientific Research

1. Definitions

- **Scientific Research:** Any achievement based on recognized scientific principles, resulting from individual efforts, collaborative efforts, or both.
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- **Principal Investigator:** A faculty member or equivalent who represents the research team, supervises it, and manages its activities.
- **Faculty Member:** Any individual holding a doctoral degree, ranked from Professor to Associate Professor to Assistant Professor, including lecturers, teaching assistants, language instructors, and research assistants in equivalent positions.
- **Co- Investigator:** A faculty member or equivalent who collaborates with a team of researchers to complete a study on a specific topic.
- **Examining Reviewer / Expert Evaluator:** A faculty member, expert, or peer reviewer assigned to examine and evaluate a scholarly output.
- **Reviewer:** A faculty member, equivalent academic staff member, or expert assigned to review a scholarly work
- **Consultant:** A faculty member, equivalent, or expert assigned by the relevant research center to provide advisory services or studies.

Fifth: Researcher Incentive Mechanism

The incentive mechanism consists of support programs designed to motivate researchers (faculty members and students) at UOM. These include: the Research Groups Support Program, the International Journal Publication Support Program, the Student Graduation Projects Support Program, and the Research Excellence Program.

1. Research Groups Support Program

Definition and Objectives

A research group is a multidisciplinary team of faculty members, administrators, and technicians with accumulated research experience and expertise. The group aims to produce high-quality scientific output that serves national, regional, and UOM priorities, promotes sustainable development, fosters interdisciplinary collaboration, creates a vibrant research environment, and strengthens partnerships across sectors.

Controls and Conditions

- The group must have a Principal Investigator with publications in internationally indexed journals.

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- The team must consist of at least two co-investigators in addition to the Principal Investigator. The Principal Investigator selects the team, providing justifications for each member's selection and their direct contribution to achieving the group's objectives.
 - It is preferable to have an external consultant of distinguished academic standing whose expertise aligns with the group's specialization.
 - Mustaqbal University must be acknowledged in the approved format in all published papers, patents, and innovations.
 - The research budget is determined according to the UOM Council's decision, based on the specialization and stated objectives.
 - A portion of the approved funding (as determined by the UOM Council) is disbursed upon signing the contract, with the remainder disbursed after the publication of an approved paper within the timeframe specified in the contract.
 - All publications must include an acknowledgment of UOM and reference to the group's number.
 - Team compensation is determined according to the Scientific Research Regulations.
 - Equipment and requirements are identified in advance; disbursement is made against submitted invoices following group approval.

2. International Journal Publication Support Program

Definition and Objectives

This program aims to reimburse publication fees or provide in-kind rewards for distinguished scientific publications. Its goal is to encourage faculty members to publish in internationally indexed, high-impact-factor journals (determined according to departmental and disciplinary standards), promote a culture of scientific research, elevate the UOM's global ranking, serve society, drive innovation, and advance knowledge-based development aligned with global advancements.

Controls and Conditions

- The research must be published in an indexed journal (classification determined by discipline).
 - Mustaqbal University must be listed in the correct official name, and the UOM's official email address must be used in the publication metadata.
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- The paper must include an acknowledgment thanking UOM.
- The reward is granted for only one paper per year.
- The paper must not be funded under any other UOM program (e.g., research groups or student projects).
- The applicant must be the Principal Investigator or corresponding author.
- The research must demonstrate rigor, integrity, and scientific honesty.
- The researcher is entitled to either publication fee reimbursement or a publication reward, as determined by the UOM Council.
- The reward is granted to the Principal Investigator (who must be a faculty member at the UOM). It is divided as 50% for a second author and 25% for additional authors.
- In cases of multiple authors, the Principal Investigator determines participation percentages, and the reward is distributed accordingly.

3. Student Graduation Projects Support Program

Definition and Objectives

This program targets undergraduate students by integrating them into scientific research through support for graduation projects. It prepares students for research excellence, innovation, invention, and creativity. It also strengthens communication between students and faculty members and develops teamwork skills that benefit their nation, community, and future academic and professional paths.

Controls and Conditions

- Student projects are nominated by academic departments after internal approval, followed by college council endorsement. The Scientific Research Department then conducts a competitive evaluation and selects projects for funding.
- The same publication conditions applied to other programs must be observed.
- Project rewards are determined by the UOM Council.

4. Research Excellence Program

This program aims to encourage pioneering and distinguished scientific research by awarding annual rewards for the best research paper, researcher, research group, and student project. The objective is to sustain and advance the research

process, promote innovation, and serve the community.

5. Rewards for Faculty Members Conducting UOM -Funded Research

Funding for UOM-supported research (whether initiated by the researcher or academic units) is drawn from the UOM budget in accordance with the approved plan and procedures set by the Scientific Council, subject to the following controls:

- A monthly reward (amount determined by the UOM Council) is paid to the Principal Investigator holding a PhD and to each participating faculty member (or equivalent) holding a PhD for the duration specified in the research plan.
- Research assistants holding a Master's degree receive an hourly reward (amount determined by the UOM Council), not exceeding a monthly ceiling (determined by the UOM Council), for a maximum of three assistants.
- Research assistants holding a Bachelor's degree, technicians, or professionals receive an hourly reward (amount determined by the UOM Council), not exceeding a monthly ceiling.
- Undergraduate students, technicians, or professionals assisting in research receive an hourly reward (amount determined by the UOM Council), not exceeding a monthly ceiling.
- Local consultants receive a daily reward (amount determined by the UOM Council), not exceeding an annual ceiling.
- Out-of-city consultants receive a daily reward covering accommodation and subsistence (amount determined by the UOM Council), not exceeding an annual ceiling, plus round-trip travel tickets.
- International consultants receive a daily reward covering accommodation and subsistence (amount determined by the UOM Council), not exceeding an annual ceiling, plus round-trip travel tickets.
- The above rewards are not paid if the researcher is fully dedicated (released from teaching) to the research project.

6. Incentive and Encouragement Rewards

In accordance with Articles 17, 18, and 19 of the Unified Regulations for Scientific Research, the UOM Council may, upon recommendation of the Scientific Council, grant annual encouragement awards for distinguished



research. The number of awards, monetary value, selection criteria, and procedures are determined by the UOM Council.

Conditions for eligibility include:

- The research must demonstrate originality and innovation and must have been published no more than two years prior.
- The research must have been conducted at the UOM and undergone its official peer-review process.
- The research must not have previously received another award.
- The research must not be extracted from a Master's or PhD thesis.

Each award consists of a certificate of appreciation and a monetary reward (value determined by the UOM Council upon recommendation of the Scientific Council). Multiple researchers may share an award, in which case the monetary value is divided equally.

All monetary values for rewards, encouragement prizes, motivation incentives, and peer-review allowances are determined by the UOM Council in accordance with the financial controls stipulated in the Scientific Research Regulations for Saudi universities.

Sixth: Scientific Research Databases

The Scientific Research Department, in cooperation with the Library Department, shall establish a database of the UOM's research outputs. This database shall document the UOM's scientific resources, including library holdings and scientific periodicals, with particular attention to:

- Number and titles of papers published in peer-reviewed journals.
- Abstracts of papers presented at scientific conferences.
- Authored and published books.
- Number of researchers holding Master's and Doctoral degrees.
- Registered patents.

The UOM shall establish a comprehensive electronic library that includes an electronic index of all periodicals, manuscripts, documents, and databases available at the UOM.

Seventh: Rules of Scientific Research Ethics

Introduction

Responsibility for maintaining ethical conduct in scientific research rests primarily with the researchers themselves. This policy cannot achieve its objectives unless researchers fully assume responsibility for their work.

Mustaqbal University has therefore developed a Scientific Research Ethics Policy that includes procedures ensuring that research activities conducted by researchers from diverse cultural backgrounds are conducted with full respect for this diversity. All parties must uphold scientific integrity and avoid any discrimination based on gender, nationality, beliefs, or religion.

The UOM, through its Scientific Research Department, is committed to protecting the rights of its personnel, safeguarding the privacy of research and its subjects, ensuring the safety of personnel, facilities, and the surrounding environment, and supporting scientific activity on sound scientific foundations that elevate the UOM's status as a center of excellence in applied research.

This document was prepared in response to funding requirements from various sponsors. It outlines the regulated procedures and controls governing scientific research at UOM.

1. Types and Fields of Research

All fields of scientific research are subject to ethical considerations. Some fields involve human, health, or environmental aspects that require particular attention.

2. Researchers

Ethical responsibility lies first and foremost with the researchers themselves. Researchers must give special importance to ethical aspects at every stage of the research—from the initial idea to final steps and results.

Researchers must be fully familiar with the UOM's rules and policies on scientific research and must comply with them. The UOM's rules and regulations apply to anyone conducting research under its auspices, whether the research is conducted on or off campus.

Key requirements include:



- The researcher is responsible for obtaining prior approval for all aspects of the research. Researchers must clearly inform participants of the research objectives, funding source, their right to withdraw or refuse participation, and must respect these rights.
- If participants (e.g., patients) are not fully aware of the research topic, the researcher must seek assistance from specialists.
- In the case of minors or individuals who do not fully understand the nature of their participation (e.g., children), written informed consent must be obtained from a parent or legal guardian.
- Researchers should consult experts when needed, especially in research involving biological or psychological stress or invasion of privacy.
- Researchers must clearly explain the nature of the research to participants and obtain their informed consent, including how names and roles will be presented.
- Participants must be informed of the importance of confidentiality, not disclosing results, and not using research data before official completion and publication.

3. General Principles and Ethics of Research

Researchers must uphold the following principles and ethics of scientific research at UOM:

- **Credibility and Honesty:** Researchers must prioritize truthfulness and integrity in all research steps, data collection, recording of results, writing, and publication.
- **Objectivity:** Researchers must avoid bias toward any preconceived viewpoint or predetermined outcome in data analysis, interpretation, research planning, or literature review.
- **Accuracy:** Researchers must maintain accuracy and seriousness, keeping detailed records of all research steps and results.
- **Cooperation:** Researchers must share ideas, data, and equipment, offer advice and assistance to colleagues, and accept constructive criticism and suggestions.
- **Respect:** Researchers must value and respect the opinions and proposals of research participants and protect vulnerable individuals (minors or those lacking full capacity).
- **Respect for Intellectual Property Rights:** Researchers must respect others' intellectual property rights, including patents and copyrights.

Failure to do so may result in legal liability under applicable laws and regulations.

- **Privacy:** Researchers must protect the privacy of individuals and information involved in the research.
- **Justice:** Researchers must treat others with respect, recognize their rights, and give each person their due according to their status and contribution.

4. Regulations and Systems Governing Scientific Research

Researchers must observe the following:

- Comply with regulations issued by the National Committee for Bioethics and Medical Ethics (<http://bioethics.kacst.edu.sa/>).
- Adhere to UOM, college, or departmental regulations (if any).
- Demonstrate ethical responsibility in all aspects of scientific research.
- Follow regulations of other funding bodies or government agencies.
- Adhere to safety and security guidelines to protect all participants, research assistants, and staff.
- Maintain the safety of UOM facilities and the surrounding environment.
- Dispose of waste (including hazardous, infectious, and chemical waste) in a safe and environmentally responsible manner.
- Familiarize themselves with and comply with regulations governing misconduct in scientific research.

5. Regulations Governing Research Involving Humans

Research involving human subjects or human tissues must comply with:

- Islamic Sharia rulings and established scientific and ethical principles.
- Full disclosure of the research topic to participants.
- Voluntary and informed participation after complete disclosure of research details.
- Respect for and protection of participants, including full explanation of all details, potential harms, and risks.
- Acceptance of the research topic within the ethical and cultural norms of the region.
- Obtaining written informed consent from the participant or legal guardian.
- Informing participants of results when necessary.



- Protecting participants' privacy and the confidentiality of all research information and personal data.
- Ensuring the safety of participants, researchers, assistants, facilities, and the environment.

Researchers are encouraged to consult additional guidance from the following sources:

- Medical Research Council (human tissue and biological samples) – <https://www.mrc.ac.uk>
- Royal College of Pathologists – <https://www.rcpath.org>
- National Institutes of Health – <http://www.nih.org/>
- National Committee for Bioethics and Medical Ethics – <http://bioethics.kacst.edu.sa/>

6. Regulations Governing Research Involving Animals

The use of laboratory animals is essential for medical and applied research. The following rules must be observed:

- Compliance with Islamic Sharia rulings and established scientific and ethical principles.
- Full familiarity with and application of all relevant regulations.
- Use of the smallest possible number of animals.
- Minimization of pain and harm to animals.
- Use of animals only by trained and qualified personnel.
- Prohibition on the use of endangered species.
- Provision of appropriate housing and care facilities for laboratory animals.
- Protection of all involved personnel and maintenance of facility and environmental safety.

7. Additional Controls

The UOM shall sign written agreements with researchers regarding the protection of facilities and the environment, justice, respect for privacy, and protection of intellectual property rights.

The UOM shall also sign written agreements with sponsors regarding risk assessment, procurement management, financial management, cost-benefit analysis, training, and support for students and faculty members.

Eighth: Misconduct in Scientific Research

Mustaqbal University and its Research Committee expect all researchers (inside or outside the UOM) to fully comply with the regulations contained in this policy. Any violation will be treated with utmost seriousness to minimize resulting harm and protect the UOM's research reputation.

Violations of research ethics regulations shall be referred to the UOM's Scientific Research Ethics Committee.

This misconduct policy applies to all stages of research—from the initial idea, literature review, methodology, references, results, final report, researchers, assistants, and sponsors.

Definition of Misconduct

Misconduct in scientific research includes:

- Plagiarism or literary theft at any stage (from ideas to reports).
- Errors or harm resulting from failure to fully comply with governing regulations and standards.
- Falsification, fabrication, or misrepresentation of results, methods, or data.

Misconduct does not include honest errors or honest differences in interpretation among researchers.

Proof of Misconduct

To establish misconduct, the following must be demonstrated:

- The existence of an error that is unacceptable or deviates significantly from standard research practice.
- That the researcher committed the error intentionally, recklessly, or through gross negligence in failing to follow established controls.
- The availability of supporting evidence.

Any individual who suspects misconduct must report it to the Dean of the College or the Chair of the Research Committee. Reporting misconduct is the responsibility of everyone.



The Research Committee shall investigate suspected misconduct using any appropriate method following an initial assessment. It may contact external relevant parties and shall refer all documents to the Scientific Research Ethics Committee for a final decision.

Penalties

Penalties vary according to the severity of the violation and may include one or more of the following:

- Rejection of the research proposal.
- Removal of the researcher from a specific project.
- Denial or reduction of future research support.
- Issuance of a formal warning letter placed in the researcher's file.
- Salary deduction or withholding of allowances.
- Suspension of promotion.
- Termination of employment.

Additional penalties may be imposed by external authorities according to their applicable regulations.

All research proposals with ethical dimensions submitted to the University's Research Committee shall be evaluated by the Research Ethics Committee using Form No. (1) attached in the Appendices.

Ninth: Policy and Procedures for Marketing and Commercial Investment of Scientific Output

Mustaqbal University seeks to promote investment in scientific research, link it with industry, national development plans, and societal needs, strengthen partnerships with various sectors, and market the innovations and research output of its personnel.

1. Objectives

- Activate research capabilities to solve technical and technological problems facing industrial institutions.
- Develop the expertise of young researchers, engineers, and technicians in industry-related research, development, and innovation.

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- Foster cooperation and alliances with industrial entities and activate research partnerships to diversify research funding sources.
 - Encourage knowledge and technological alliances to advance national industry.
 - Develop locally manufactured products that increase local content and added value.
 - Market and invest in the innovations and research output of UOM personnel.
 - Position the UOM (through its Research Committee) as a center of expertise for participation in developmental and technological projects with regional and international bodies.
 - Strengthen trust and communication between economic institutions and UOM research, and expand entrepreneurship.
 - Activate the role of scientific research in national projects and addressing priority issues.

2. Initiatives and Implementation Mechanisms

- Allocate portions of research funding to applied research, development, innovation, technology transfer, and localization.
 - Create new funding programs in partnership with the private sector to stimulate innovation.
 - Encourage researchers to register patents and disclose innovation points in research results.
 - Incubate promising innovations and support them to the application stage in cooperation with specialized innovation and technology marketing centers.
 - Establish dedicated programs to ensure continued funding for successful projects, thereby sustaining research laboratories and outstanding researchers.
 - Issue a periodic electronic newsletter highlighting funding agencies, their news, activities, and funded programs.
 - Grant the Research and Development Center broad authority to engage with industrial entities and research companies to market the ideas, services, and research of UOM personnel at governmental and private levels.
 - Direct Master's theses and UOM research toward specialized applied research in exchange for support and funding from productive institutions.
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- Provide paid research services to companies, production units, and civil society organizations.
- Open marketing channels for research outputs produced by UOM personnel.
- Activate and update the intellectual property and patent system and establish binding policies to protect the rights of all parties.
- Provide media support for marketing scientific research and its products.
- Raise awareness among businessmen and industrial sectors regarding the importance of material and logistical support for scientific and technological research.
- Organize internal and external exhibitions to market student graduation projects.

3. Indicators of Achievement

- Increase in joint projects between industry and research/development sectors.
- Number of research projects and patents successfully marketed to productive and developmental institutions.
- Number of research consultations provided to local and regional entities.
- Satisfaction of community institutions, economic sectors, and businesses with research outputs.
- Number of registered and marketed patents.
- Percentage of innovations and scientific outputs successfully marketed.

3. Conclusion

These policies constitute a comprehensive reference framework for the scientific research ecosystem at Mustaqbal UOM. They reflect the UOM's firm commitment to fostering a rigorous research environment grounded in quality, innovation, and scientific integrity, and to building a knowledge economy and serving society.

The UOM has taken care to clarify the policies, procedures, and support programs available to researchers, define roles and responsibilities, and detail funding and incentive mechanisms. This ensures sound governance, improved efficiency, and enhanced research outcomes.

Mustaqbal University firmly believes that scientific research is a cornerstone of sustainable development and a primary driver of scientific and technological progress. Accordingly, it calls upon all its faculty members, researchers, and students to make full use of these policies, adhere to their provisions, and actively participate in building a distinguished research community capable of addressing national and global challenges.

The UOM affirms its commitment to continuously developing and updating these policies in line with scientific and research advancements, thereby strengthening its position in international rankings and achieving its vision of excellence and innovation. We ask Allah to grant success to all for the benefit of knowledge and the nation.



Appendices

Form No. (1): Application for Approval from the Scientific Research Ethics Committee

Field		Details
1.	Title of the Study	
2.	Objective of the Study	
3.	Names of Researchers	
4.	Rationale for Sample Selection	
5.	Mechanism, Purpose, and Duration of Study Sample Participation	
6.	Risks (if any)	
7.	Description of Any Anticipated Benefits (if any)	
8.	Expected Compensations (if any)	

Form No. (2): Application for Research Excellence Grant

	Field	Details
1.	Researcher's Name	
2.	Qualification	
3.	College	
4.	Department	
5.	Employee Number	
6.	Official UOM Email	
7.	Mobile Number	
8.	Research Works Completed by the Researcher (Must carry Mustaqbal University affiliation – funded and non-funded)	
9.	Journal Name	
10.	ISSN	
11.	Journal Impact Factor	
12.	Type of Authorship	☐ Principal Investigator ☐ Corresponding Author ☐ Co-Investigator
13.	Conferences	
14.	Others	
15.	Attachments	☐ Full Research Paper ☐ Journal Classification ☐ Other supporting documents



16.	Research Priority Area	
17.	Approval of Department Chair	
18.	Approval of College Dean	

Form No. (3): Application Form for the Scientific Journal Publication Grant

No.	Item	Details
1.	Researcher's Name	
2.	Qualification	
3.	College	
4.	Department	
5.	Employee ID	
6.	Official Email Address	
7.	Mobile Number	
8.	Research Title	
9.	Journal Name	
10.	International Standard Serial Number (ISSN) of the Journal	
11.	Journal Impact Factor	
12.	Type of Participation	☐ Principal Investigator
		☐ Corresponding Author
		☐ Co-Researcher
13.	Attachments	☐ Research Paper ☐ Journal Classification/Ranking ☐ Declaration confirming that this research has not received any support or grant from Mustaqbal University under any other program
14.	Research Priority	



	Area	
15.	Approval of the Head of Department	
16.	Approval of the Dean of the College	

Form No. (4): Application Form for Student Research Project Grant

No.	Item	Details
1	Students' Names	
2	College	
3	Department	
4	Supervisor's Employee ID	
5	Official Email Addresses of the Supervisor and Students	
6	Contact Mobile Number	
7	Title of the Research Project	
8	Attachments	☐ Curriculum Vitae (CV) of the Supervisor and Students ☐ Declaration confirming that this research has not received any support or grant from Mustaqbal University under any other program
9	Research Priority Area	
10	Approval of the Head of Department and the Department Council Resolution Number under which the project was nominated	
11	Approval of the Dean of the College	