



# **RDA Eligibility Criteria and Application**

## FOR RESEARCH DEANSHIPS

### **EMPOWERING ACADEMIC & SCIENTIFIC ASSESSMENT**

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#### RDA ELIGIBILITY CRITERIA AND APPLICATION:

##### 1. ELIGIBILITY CRITERIA:

To submit an application for RDA accreditation, your Deanship must first meet the established eligibility criteria. These criteria typically focus on various aspects of your research environment and resources, ensuring a minimum threshold for research activity and potential. Examples of common eligibility criteria might include:

- **Minimum Research Funding:** Demonstrate a certain level of research funding secured by your researchers through internal and external grants, contracts, or partnerships. This could be specified as a minimum annual amount or a percentage of the university's research budget.
- **Faculty Size:** Have a minimum number of faculty members actively engaged in research within your Deanship. This could be set based on total faculty headcount or the ratio of research-active faculty to overall faculty.
- **Institutional Accreditation:** Be affiliated with a university or institution that holds recognized accreditation from national or international quality assurance agencies.

- **Research Infrastructure:** Possess adequate research facilities and equipment to support a variety of research activities. This may involve minimum standards for laboratory space, equipment availability, and maintenance protocols.
- **Ethical Research Framework:** Have established and implemented clear policies and procedures for ensuring ethical research conduct, including conflict of interest disclosure, data management, and animal research protocols.
- **Research Support Services:** Offer dedicated services and resources to support researchers in finding funding, managing grants, developing research proposals, and navigating ethical considerations.
- **Research Output and Dissemination:** Demonstrate a track record of research publications in reputable peer-reviewed journals and conference proceedings, along with evidence of efforts to disseminate research findings to different audiences through public engagement initiatives.

## 2. ELIGIBILITY APPLICATION:

Once you confirm your Deanship meets the eligibility criteria, you can proceed with the application process. Specific requirements and forms may vary depending on the accrediting body. However, most applications will likely involve submitting documentation in the following areas:

- **Deanship Self-Assessment:** Provide a comprehensive self-assessment report that evaluates your Deanship's performance against the RDA standards, highlighting strengths, weaknesses, and areas for improvement.
- **Institutional Support Letter:** Submit a letter from the university administration expressing support for your Deanship's RDA accreditation application and prompt fulfilment of institutional requirements.
- **Relevant Documents:** Compile and submit relevant documents that demonstrate compliance with the eligibility criteria, such as financial statements, faculty research profiles, research policies, equipment inventory, and examples of research output and dissemination activities.
- **Application Fees:** Pay any applicable application fees associated with the RDA accreditation process.

#### IMPORTANT TIPS:

- Start the eligibility confirmation and application process well in advance of the deadline set by the accrediting body.
- Carefully review the specific eligibility criteria and application requirements to ensure complete and accurate submission.
- Seek clarification from the accrediting body if you have any doubts or questions about the eligibility or application process.
- Utilize resources and support available from your university administration, research staff, and external consultants if needed.

By thoroughly assessing your Deanship's capabilities against the RDA eligibility criteria and meticulously preparing your application, you can increase your chances of successfully applying for RDA accreditation and embarking on the journey towards achieving recognition for your research excellence.

Remember, RDA accreditation can be a valuable endeavor, enhancing your Deanship's reputation, attracting and retaining top researchers, and further solidifying your commitment to fostering a thriving research environment within the university.

RESEARCH DEANSHIP (RDA) ACCREDITATION ELIGIBILITY APPLICATION

SECTION 1: UNIVERSITY INFORMATION

Parameter	Information	Evidence/Documentation
University Name	[University Name]	Official university website, accreditation certificate(s)
Country	[Country]	University address, official university documents
Institutional Accreditation	[Accrediting Agency]	Accreditation certificate(s)
Year of Establishment	[Year]	University historical documents, official website
Research Funding Received (past 3 years)	[Amount]	Financial statements, grant reports

SECTION 2: DEANSHIP INFORMATION

Parameter	Information	Evidence/Documentation
Deanship Name	[Deanship Name]	Deanship website, official university documents
Year of Establishment	[Year]	Deanship establishment documents, university records
Dean	[Dean Name and Title]	Curriculum vitae, appointment letter
Faculty Size (Research-Active)	[Number]	Faculty research profiles, university directory
Annual Research Budget	[Amount]	Deanship financial statements, university budget allocations
Research Facilities and Equipment	[List key facilities and equipment]	Inventory records, facility maintenance reports

SECTION 3: ELIGIBILITY CRITERIA FULFILLMENT

Criteria	Fulfillment	Evidence/Documentation
Minimum Research Funding	Yes	Deanship financial statements, grant reports
Faculty Size	Yes	Faculty research profiles, university directory
Institutional Accreditation	Yes	University accreditation certificate(s)
Research Infrastructure	Yes	Inventory records, facility maintenance reports
Ethical Research Framework	Yes	Research ethics policies, training records
Research Support Services	Yes	List of services offered, staff CVs, brochures
Research Output and Dissemination	Yes	Publication records, public engagement reports

#### SECTION 4: SELF-ASSESSMENT SUMMARY

Provide a brief summary of your Deanship's strengths and weaknesses regarding compliance with the RDA standards. Highlight areas where you excel and identify areas for potential improvement.

#### SECTION 5: APPLICATION FEE PAYMENT

Confirm payment of the application fee (if applicable) and provide proof of payment.

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#### ADDITIONAL TIPS:

- Clearly and concisely present information in the table.
- Use appropriate formatting and font size for easy readability.
- Double-check for accuracy and completeness before submitting the application.
- Seek support from university administration and research staff if needed.

By carefully completing this application and providing comprehensive evidence of your Deanship's eligibility, you can increase your chances of successfully embarking on the RDA accreditation journey.