**نموذج طلب إضافة طالب مساعد TA**

**Course Builder request form**

By submitting this request, I as an Instructor for this course, will give the assistant student (mentioned below) the permission to build the course and upload the course files on the Blackboard (Learning Management System) in line with the university’s support of this action by engaging the student in the learning process.

\* This authorization only includes uploading and dealing with files, lectures, homework, and announcement on Blackboard. However, the assistant student will not be allowed to handle the exams or access to the students’ grades.

**Requested by: faculty member details**

|  |  |  |  |
| --- | --- | --- | --- |
|  | File Number: |  | Name: |
|  | Job Title: |  | College: |
|  | Mobile Number: |  | E-mail: |

**Assistant student details**

|  |  |
| --- | --- |
|  | Student Name: |
| **@student.ksu.edu.sa** | E-mail: |
|  | College: |

**Course details**

|  |  |
| --- | --- |
|  | Course Name/  Section Number: |
|  | College: |

\*This request must be sent to this email: [celtit@ksu.edu.sa](mailto:celtit@ksu.edu.sa)

with **CC:** (carbon copy) to the student’s email.