SCFHS - Saudi Commission for Health Speciality - Requirements list for Professional Classification and Registration

Physicians / Dentists

Classification and Registration

N	Requirement	Requirement Explanation
1	Qualification(s) to be classified on	Official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). Provide all the qualifications required for the requested rank. For example, requesting to be classified as a subspecialty consultant will require the provision of the bachelor's degree, general specialty degree and subspecialty degree.
2	Qualification(s) Verification	The qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases: 1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only. 2. Verification Statement for the postgraduate qualification(s) only if the classification request is based on that postgraduate qualification only. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the certification, especially for clinical training required for postgraduate certificates (Note: In some cases, not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificate issued for the trainee after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.

5	Registration certificate / professional practice license with verification statement	Valid professional registration certificate/ license issued by a relevant official authority in the applicant's country of practice prior to arriving to the Kingdom and a verification statement issued by the SCFHS recognized company for that professional registration certificate/ license. If there is no authority providing registration certificate/ license, then the applicant should submit an evidence document issued by the country's ministry of health indicating that their country does not have a such issuing authority and provide verification statement from the recognized verification company for the experience letter only.
6	Experience letter	1- A minimum of one year of experience for non-Saudis except graduates of Saudi Universities. 2- Experience is not required from Saudis however there should be no discontinuation of professional practice for more than 2 years. 3- Written evidence of the required work experience for the requested rank should be provided based on executive regulations of professional classification and registration.
7	Employer identification letter	Letter of identification: 1) issued by (personnel, human resources management or any entity responsible for the employees within the organization) within the 3 months preceding the submission of the application . 2) Confirms clinical practice in the field of specialization with the mention of the professional category and the employment start date. Non- Saudi applicant whom are sponsored by (husband, wife, son or father) and not currently on contract should submit their sponsor's identification letter, issued from the sponsor's employer and certified by the Saudi Chamber of Commerce for private sector employees or certified by the employee's affairs department for government sector employees. However, This group of applicants will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".
8	ID) identity	First: Saudi applicants: National Identity. Second: Non-Saudi applicants who recently arrived to the Kingdom without an Iqama ID : 1.Passport with visa indicating their health profession and employer's name. Third: Non-Saudi applicants holding an Iqama identity in the Kingdom: 1- Valid Passport 2-a valid Iqama Identity indicating . that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by an institution OR For Non-Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work"), shall submit a copy of a valid regular contract between the recruitment company and the health institution, knowing that this group of applicants will be able to apply for professional classification only and can apply for professional registration after their iqama ID status is changed to "authorized to work" OR For Non-Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work") and without a regular contract (this is limited to graduates from Saudi health specialties universities), will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".
9	Personal photo	Mandatory for all applications except applications made by Saudi females.
10	Medical report	For applicants older than 65 years.
11	National Address	Providing any official document that would indicate the applicant's national address, if possible.

New qualification

1	Qualification(s) to be classified on	Official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). Provide all the qualifications required for the requested rank. For example, requesting to be classified as a subspecialty consultant will require the provision of the bachelor's degree, general specialty degree and subspecialty degree.
2	Qualifications Verification	The qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases: 1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only. 2. Verification Statement for the postgraduate qualification(s) only if the classification request is based on that postgraduate qualification only. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the qualification, especially for clinical training of the postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificate issued for the trainee after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
5	Experience letter	1-A minimum of one year of experience for non-Saudis except graduates of Saudi Universities. 2-Experience is not required from Saudis however there should be no discontinuation of professional practice for more than 2 years. 3-Written evidence of the required work experience for the requested rank should be provided based on executive regulations of professional classification and registration.
6	Verification of external experience	Verification statement report for external experience letter(s), if any.
7	ID) identity(	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

8	Personal photo	Mandatory for all applications except applications made by Saudi females.
9	Medical report	For applicants older than 65 years.
10	National Address	Providing any official document that would indicate the applicant's national address, if possible.

Remove restrictions		
1	Experience letter/ identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceeding the application date.
2	Supervisor information	If the restriction in the classification certificate is "working under a supervisor", the practitioner shall submit in the identification or experience letter the supervisor's following details: (supervisor's specialty, job title, classification and registration number) while taking into consideration the terms and conditions of the accepted identification or experience letter mentioned above.
3	ID) identity(	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Completing experience		
1	Experience OR Employer identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceeding the application date.

2	ID	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Certification recognition

1	Certification (s) to be recognized	Official certificate(s) issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty).
2	Certification Verification	The certificate verification statement issued by the verification company recognized by SCFHS is required for the presented certification. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Course Transcript	Provide academic transcript for academic Certificate (BA, MA, PhD) showing program details, duration and practical training description. Provide training completion certificate issued after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date).
4	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country.
5	ID) identity(	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Nursing

Classification and Registration

1	Qualification(s) to be classified on	Provide official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). Provide all the qualifications required for the requested rank. For example, requesting to be classified as a senior specialist will require the provision of the bachelor's degree and a master degree or equivalent based on SCFHS requirements.
2	Qualification(s) Verification	Provide the qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases: 1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only. 2. Verification Statement for the postgraduate qualification(s) only if the classification request is based on that postgraduate qualification only. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of for academic qualifications education obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the certification, especially for clinical training required for postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificatethe training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date. issued for the trainee after completing).
5	Registration certificate / professional practice license with verification statement	Valid professional registration certificate/ license issued by a relevant official authority in the applicant's country of practice prior to arriving to the Kingdom and a verification statement issued by the SCFHS recognized company for that professional registration certificate/ license. If there is no authority providing registration certificate/ license, then the applicant should submit an evidence document issued by the country's ministry of health indicating that their country does not have a such issuing authority and provide verification statement from the recognized verification company for the experience letter only.

6	Experience letter	1-A minimum of one year of experience for non-Saudis except graduates of Saudi Universities. 2-Experience is not required from Saudis however there should be no discontinuation of professional practice for more than 2 years. 3-Written evidence of the required work experience for the requested rank should be provided based on executive regulations of professional classification and registration
7	Employer identification letter	Letter of identification: 1) issued by (personnel, human resources management or any entity responsible for the employees within the organization) within the 3 months preceding the submission of the application. 2) Confirms clinical practice in the field of specialization with the mention of the professional category and the employment start date. Non- Saudi applicant whom are sponsored by (husband, wife, son or father) and not currently on contract should submit their sponsor's identification letter, issued from the sponsor's employer and certified by the Saudi Chamber of Commerce for private sector employees or certified by the employee's affairs department for government sector employees. However, This group of applicants will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".
8	ID) identity	First: Saudi applicants: National Identity. Second: Non-Saudi applicants who recently arrived to the Kingdom without an Iqama ID : 1.Passport with visa indicating their health profession and employer's name.Third: Non-Saudi applicants holding an Iqama identity in the Kingdom: Valid Passport .1) a valid Iqama Identity indicating that .2) applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by an institution OR For Non-Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work"), shall submit a copy of a valid regular contract between the recruitment company and the health institution, knowing that this group of applicants will be able to apply for professional classification only and can apply for professional registration after their iqama ID status is changed to "authorized to work" OR For Non- Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work") and without a regular contract (this is limited to graduates from Saudi health specialties universities), will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".
9	Personal photo	Mandatory for all applications except applications made by Saudi females.
10	Medical report	For applicants older than 65 years.
11	National Address	Providing any official document that would indicate the applicant's national address, if possible.

New qualification

1	Qualification(s) to be classified on	Provide official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). Provide all the qualifications required for the requested rank. For example, requesting to be classified as a senior specialist will require the provision of the bachelor's degree and a master degree or equivalent based on SCFHS requirements.

2	Qualifications Verification	Provide the qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases: 1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only. 2. Verification Statement for the postgraduate qualification(s) only if the classification request is based on that postgraduate qualification only. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academicqualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the qualification, especially for clinical training of the postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificate issued for the trainee after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
5	Experience letter	1-A minimum of one year of experience for non-Saudis except graduates of Saudi Universities. 2-Experience is not required from Saudis however there should be no discontinuation of professional practice for more than 2 years. 3-Written evidence of the required work experience for the requested rank should be provided based on executive regulations of professional classification and registration.
6	Verification of external experience	Verification statement report for external experience letter(s), if any.
7	ID) identity(	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.
8	Personal photo	Mandatory for all applications except applications made by Saudi females.
9	Medical report	For applicants older than 65 years.
10	National Address	Providing any official document that would indicate the applicant's national address, if possible.

Remove restrictions

1	Experience letter/ identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceeding the application date.
2	Supervisor information	If the restriction in the classification certificate is "working under a supervisor", the practitioner shall submit in the identification or experience letter the supervisor's following details: (supervisor's specialty, job title, classification and registration number) while taking into consideration the terms and conditions of the accepted identification or experience letter mentioned above.
3	ID) identity(	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Completing experience

1	Experience OR Employer identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceeding the application date.
2	ID	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Certification recognition

1	Certification (s) to be recognized	Official certificate(s) issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty).

2	Certification Verification	The certificate verification statement issued by the verification company recognized by SCFHS is required for the presented certification. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Course Transcript	Provide academic transcript for academic Certificate (BA, MA, PhD) showing program details, duration and practical training description. Provide training completion certificate issued after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
4	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country.
5	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Pharmacy

Classification and Registration

1	Qualification(s) to be classified on	Provide official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). Provide all the qualifications required for the requested rank. For example, requesting to be classified as a senior pharmacist will require the provision of the bachelor's degree and a master degree or equivalent based on SCFHS requirements.
2	Qualification(s) Verification	Provide the qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases: 1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only. 2. Verification Statement for the postgraduate qualification(s) only if the classification request is based on that postgraduate qualification only. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the certification, especially for clinical training required for postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificate issued for the trainee after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
5	Registration certificate / professional practice license with verification statement	Valid professional registration certificate/ license issued by a relevant official authority in the applicant's country of practice prior to arriving to the Kingdom and a verification statement issued by the SCFHS recognized company for that professional registration certificate/ license. If there is no authority providing registration certificate/ license, then the applicant should submit an evidence document issued by the country's ministry of health indicating that their country does not have a such issuing authority and provide verification statement from the recognized verification company for the experience letter only.
6	Experience letter	1-A minimum of one year of experience for non-Saudis except graduates of Saudi Universities. 2-Experience is not required from Saudis however there should be no discontinuation of professional practice for more than 2 years. 3-ritten evidence of the required work experience for the requested rank should be provided based on executive regulations of professional classification and registration.

7	Employer identification letter	Letter of identification: 1) issued by (personnel, human resources management or any entity responsible for the employees within the organization) within the 3 months preceding the submission of the application. 2) Confirms clinical practice in the field of specialization with the mention of the professional category and the employment start date. Non- Saudi applicant whom are sponsored by (husband, wife, son or father) and not currently on contract should submit their sponsor's identification letter, issued from the sponsor's employer and certified by the Saudi Chamber of Commerce for private sector employees or certified by the employee's affairs department for government sector employees. However, This group of applicants will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".
8	(ID) identity	1-Passport with visa indicating their. health profession and employer's name. Third: Non-Saudi applicants holding an Iqama identity in the Kingdom: 2-Valid Passport 3-A valid Iqama Identity indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by an institution OR For Non-Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work"), shall submit a copy of a valid regular contract between the recruitment company and the health institution, knowing that this group of applicants will be able to apply for professional classification only and can apply for professional registration after their iqama ID status is changed to "authorized to work" OR For Non-Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work") and without a regular contract (this is limited to graduates from Saudi health specialties universities), will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".
9	Personal photo	Mandatory for all applications except applications made by Saudi females.
10	Medical report	For applicants older than 65 years.
11	National Address	Providing any official document that would indicate the applicant's national address, if possible.

New Qualification

1	Qualification(s) to be classified on	Provide official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). Provide all the qualifications required for the requested rank. For example, requesting to be classified as a senior pharmacist will require the provision of the bachelor's degree and a master degree or equivalent based on SCFHS requirements.

2	Qualifications Verification	Provide the qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases: 1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only. 2. Verification Statement for the postgraduate qualification(s), only if the classification request is based on that postgraduate qualification only. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the qualification, especially for clinical training of the postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificate issued for the trainee after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
5	Experience letter	1-A minimum of one year of experience for non-Saudis except graduates of Saudi Universities. 2-Experience is not required from Saudis however there should be no discontinuation of professional practice for more than 2 years. 3-Written evidence of the required work experience for the requested rank should be provided based on executive regulations of professional classification and registration.
6	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.
7	Personal photo	Mandatory for all applications except applications made by Saudi females.
8	Medical report	For applicants older than 65 years.
9	National Address	Providing any official document that would indicate the applicant's national address, if possible.

	Remove restrictions	
1	Experience letter/ identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceding the application date.
2	Supervisor information	If the restriction in the classification certificate is "working under a supervisor", the practitioner shall submit in the identification or experience letter the supervisor's following details: (supervisor's specialty, job title, classification and registration number) while taking into consideration the terms and conditions of the accepted identification or experience letter mentioned above.
3	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.
	Completing Experience	
1	Experience OR Employer identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceding the application date.
2	ID	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Certification Recognition

1	Certification (s) to be recognized	Official certificate(s) issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty).
2	Certification Verification	The certificate verification statement issued by the verification company recognized by SCFHS is required for the presented certification. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Course Transcript	Provide academic transcript for academic Certificate (BA, MA, PhD) showing program details, duration and practical training description. Provide training completion certificate issued after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
4	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country.
5	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Applied medical sciences

Classification and Registration

1	Qualification(s) to be classified on	Provide official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty).
2	Qualifications Verification	Provide the qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases: 1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only.The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom. 2. Verification Statement for the postgraduate qualification(s) only if the classification request is based on that postgraduate qualification only.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the qualification, especially for clinical training of the postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificate issued for the trainee after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
5	Experience letter	A minimum of one year of -1 experience for non-Saudis except graduates of Saudi Universities. Experience is not required -2 from Saudis however there should be no discontinuation of professional practice for more than 2 years. Written evidence of the -3 required work experience for the requested rank should be provided based on executive regulations of professional classification and registration.
6	Verification of external experience	Verification statement report for external experience letter(s), if any.

7	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.
8	Personal photo	Mandatory for all applications except applications made by Saudi females.
9	Medical report	For applicants older than 65 years.
10	National Address	Providing any official document that would indicate the applicant's national address, if possible.

New qualification

1	Qualification(s) to be classified on	Provide official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty).
2	Qualifications Verification	Provide the qualification verification statement issued by the verification company recognized by SCFHS is required for the following cases:1. Verification Statement for the bachelor's degree if the classification request is based on the bachelor's degree only. 2. Verification Statement for the postgraduate qualification(s) only if the classification request is based on that postgraduate qualification only. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (Bachelor - Doctor of - high diploma - Master - PhD).
4	Formal description of training or passed courses of the qualification, especially for clinical training of the postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Provide academic transcript for academic Certificate (Bachelor - Doctor of - high diploma - Master - PhD) showing program details, duration and practical training description. Provide training completion certificate issued for the trainee after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
5	Experience letter	A minimum of one year of -1) experience for non-Saudis except graduates of Saudi Universities. Experience is not required -2) from Saudis however there should be no discontinuation of professional practice for more than 2 years. Written evidence of the. -3) required work experience for the requested rank should be provided based on executive regulations of professional classification and registration.

6	Verification of external experience	Verification statement report for external experience letter(s), if any.
7	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.
8	Personal photo	Mandatory for all applications except applications made by Saudi females.
9	Medical report	For applicants older than 65 years.
10	National Address	Providing any official document that would indicate the applicant's national address, if possible.

Remove restrictions		
1	Experience letter/ identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceeding the application date.
2	Supervisor information	If the restriction in the classification certificate is "working under a supervisor", the practitioner shall submit in the identification or experience letter the supervisor's following details: (supervisor's specialty, job title, classification and registration number) while taking into consideration the terms and conditions of the accepted identification or experience letter mentioned above.
3	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Completing experience

1	Experience OR Employer identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceeding the application date.
2	ID	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

Certification recognition

1	Certification (s) to be recognized	Official certificate(s) issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty).
2	Certification Verification	The certificate verification statement, issued by the verification company recognized by SCFHS is required for the presented certification. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Course Transcript	Provide academic transcript for academic Certificate (BA, MA, PhD) showing program details, duration and practical training description. Provide training completion certificate issued after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
4	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country.
5	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1.) Passport 2.) Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program

Technicians

Classification and Registration

1	Classification and Registration	Provide official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). Provide the required qualification for diplomas and other health programs issued from a governmental agency and providing a high school certificate. In addition, verification of the approval of this programs by SCFHS is required and can be checked by visiting SCFHS website (program accreditation).
2	Qualification(s) Verification	Provide the qualification verification statement issued by the verification. company recognized by SCFHS for the qualification: diploma, bachelor and master. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Not required for diploma. Required for bachelor and master.
4	Formal description of training or passed courses of the certification, especially for clinical training required for postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Not required for diploma. Required for bachelor and master.
5	Registration certificate / professional practice license with verification statement	Valid professional registration certificate/ license issued by a relevant official authority in the applicant's country of practice prior to arriving to the Kingdom and a verification statement issued by the SCFHS recognized company for that professional registration certificate/ license. If there is no authority providing registration certificate/ license, then the applicant should submit an evidence document issued by the country's ministry of health indicating that their country does not have a such issuing authority and provide verification statement from the recognized verification company for the experience letter only
6	Experience letter	One year of work/training experience for holders of bachelor degree in microbiology or biochemistry.
7	Employer identification letter	Non- Saudi applicant whom are sponsored by (husband, wife, son or father) and not currently on contract should submit their sponsor's identification letter, issued from the sponsor's employer and certified by the Saudi Chamber of Commerce for private sector employees or certified by the employee's affairs department for government sector employees. However, This group of applicants will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".

8	(ID) identity	First: Saudi applicants: National Identity. Second: Non-Saudi applicants who recently arrived to the Kingdom without an Iqama ID : 1.Passport with visa indicating their health profession and employer's name. Third: Non-Saudi applicants holding an Iqama identity in the Kingdom: Valid Passport .1) a valid Iqama Identity indicating that .2) applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by an institution OR For Non-Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work"), shall submit a copy of a valid regular contract between the recruitment company and the health institution, knowing that this group of applicants will be able to apply for professional classification only and can apply for professional registration after their iqama ID status is changed to "authorized to work" OR For Non- Saudi applicants holding a valid Iqama ID but not allowed to work (Iqama ID status: "not authorized to work") and without a regular contract (this is limited to graduates from Saudi health specialties universities), will be able to acquire professional classification only, and can apply for professional registration after their iqama ID status is changed to "authorized to work".
9	Personal photo	Mandatory for all applications except applications made by Saudi females.
10	Medical report	For applicants older than 65 years.
11	National Address	Providing any official document that would indicate the applicant's national address, if possible.

New qualification

1	Qualification(s) to be classified on	Official qualification(s) certificate issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty). For diplomas and other health programs, high school certificate is required. In addition, verification of the approval of this programs by SCFHS is required and can be checked by visiting SCFHS website (program accreditation
2	Qualifications Verification	The qualification verification statement issued by the verification company recognized by SCFHS for the qualification: diploma, bachelor and master. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Ministry of education equivalency for academic health qualifications	Not required for diploma. Required for bachelor and master.
4	Formal description of training or passed courses of the qualification, especially for clinical training of the postgraduate certificates (Note: In some cases ,not providing a formal description may affect the acceptance of the classification request).	Not required for diploma. Required for bachelor and master.

5	Experience letter	One year of work/training experience for holders of bachelor degree in microbiology or biochemistry.
6	Verification of external experience	Verification statement report for external experience letter(s), if any.
7	(ID) identity	Saudi applicants: National Identity.	Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored, by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.
8	Personal photo	Mandatory for all applications except, applications made by Saudi females.
9	Medical report	For applicants older than 65 years.
10	National Address	Providing any official document that would indicate the applicant's national address, if possible.

Remove restrictions		
1	Experience letter/ identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution . This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field, issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceding the application date.
2	Supervisor information	If the restriction in the classification certificate is "working under a supervisor", the practitioner shall submit in the identification or experience letter the supervisor's following details: (supervisor's specialty, job title, classification and registration number) while taking into consideration the terms and conditions of the accepted identification or experience letter mentioned above.
3	(ID) identity	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.

	Completing experience	
1	Experience OR Employer identification letter	Experience : Letter/ Letters describing the applicant's experience issued by employee's affairs or HR department or equivalent within the institution. This letter shall indicate the following details: (specialty, job title, clinical practice, experience start and end date. For applicants who were enrolled in a training program that ends with a qualification during that period, providing evidence of such enrolment will be sufficient. Identification letter proving clinical practice within the same specialty field.issued by employee's affairs or HR department or any party responsible for the entity's employees. Letter shall indicate the following details: (enrollment date, medical professional rank, specialty and job title. Note that the letter should be issued within the 3 months preceding the application date.
2	ID	Saudi applicants: National Identity. Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.
	Certification recognition	
1	Certification (s) to be recognized	Official certificate(s) issued by the awarding authority showing the following details: Award date, graduation date, qualification title and specialty).
2	Certification Verification	The certificate verification statement issued by the verification company recognized by SCFHS is required for the presented certification. The following cases are exempted from this requirement: 1. Saudi applicants who provided equivalency certificate from the ministry of education for academic qualifications obtained from another country. 2. Recognized qualifications awarded by academic or medical professional organizations within the Kingdom.
3	Course Transcript	Provide academic transcript for academic Certificate (BA, MA, PhD) showing program details, duration and practical training description. Provide training completion certificate issued after completing the training for Professional Certificates (Fellowship, Certificate of specialization or Board) indicating the following program details (program duration, enrollment date and program completion date.
4	Ministry of education equivalency for academic health qualifications	Equivalency certificate issued by the Ministry of education for academic qualifications obtained by Saudi citizens from another country (BA - Doctor's certificate - high diploma - Master - PhD)
5	(ID) identity	Saudi applicants: National Identity. | Non-Saudi applicants: 1. Passport 2. Valid Iqama indicating that applicant is permitted to work as a health practitioner (Iqama ID status: "authorized to work") and sponsored by the institution. otherwise, the applicant shall submit a copy of a valid regular contract between the recruitment company and the health institution or through Ajeer program.