

Guidance for Account Creation Applications

Saudi Clinical Trial Application System (SCTR)
Saudi Food & Drug Authority (SFDA)

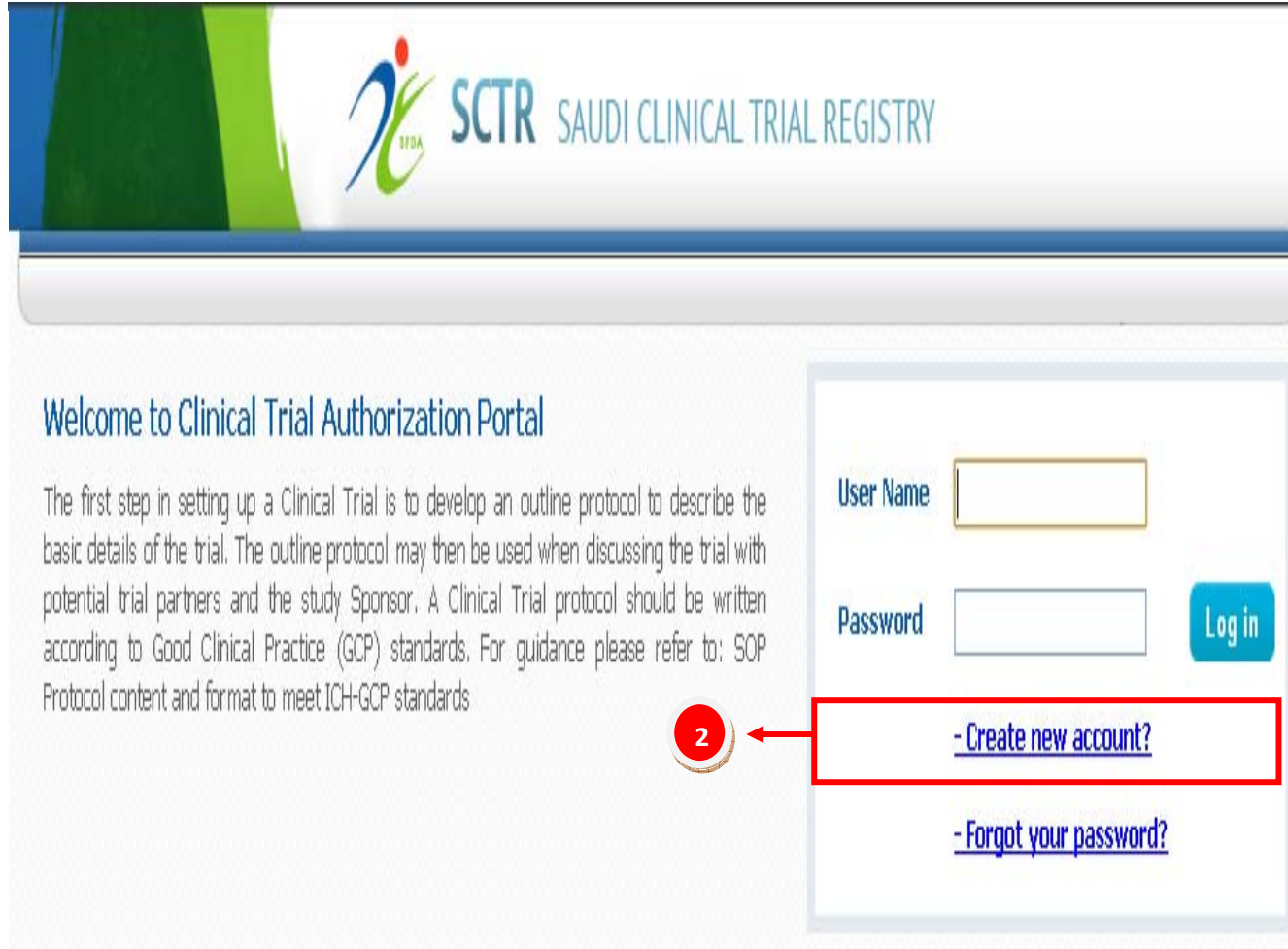
October 2012

[Log In]

1 Visit SCTR webpage.

<http://sctr.sfda.gov.sa/>

2 If you don't have a
username please
Create a new account.



Welcome to Clinical Trial Authorization Portal

The first step in setting up a Clinical Trial is to develop an outline protocol to describe the basic details of the trial. The outline protocol may then be used when discussing the trial with potential trial partners and the study Sponsor. A Clinical Trial protocol should be written according to Good Clinical Practice (GCP) standards. For guidance please refer to: SOP Protocol content and format to meet ICH-GCP standards

User Name

Password

Log in

[- Create new account?](#)

[- Forgot your password?](#)

(تسجيل الدخول)

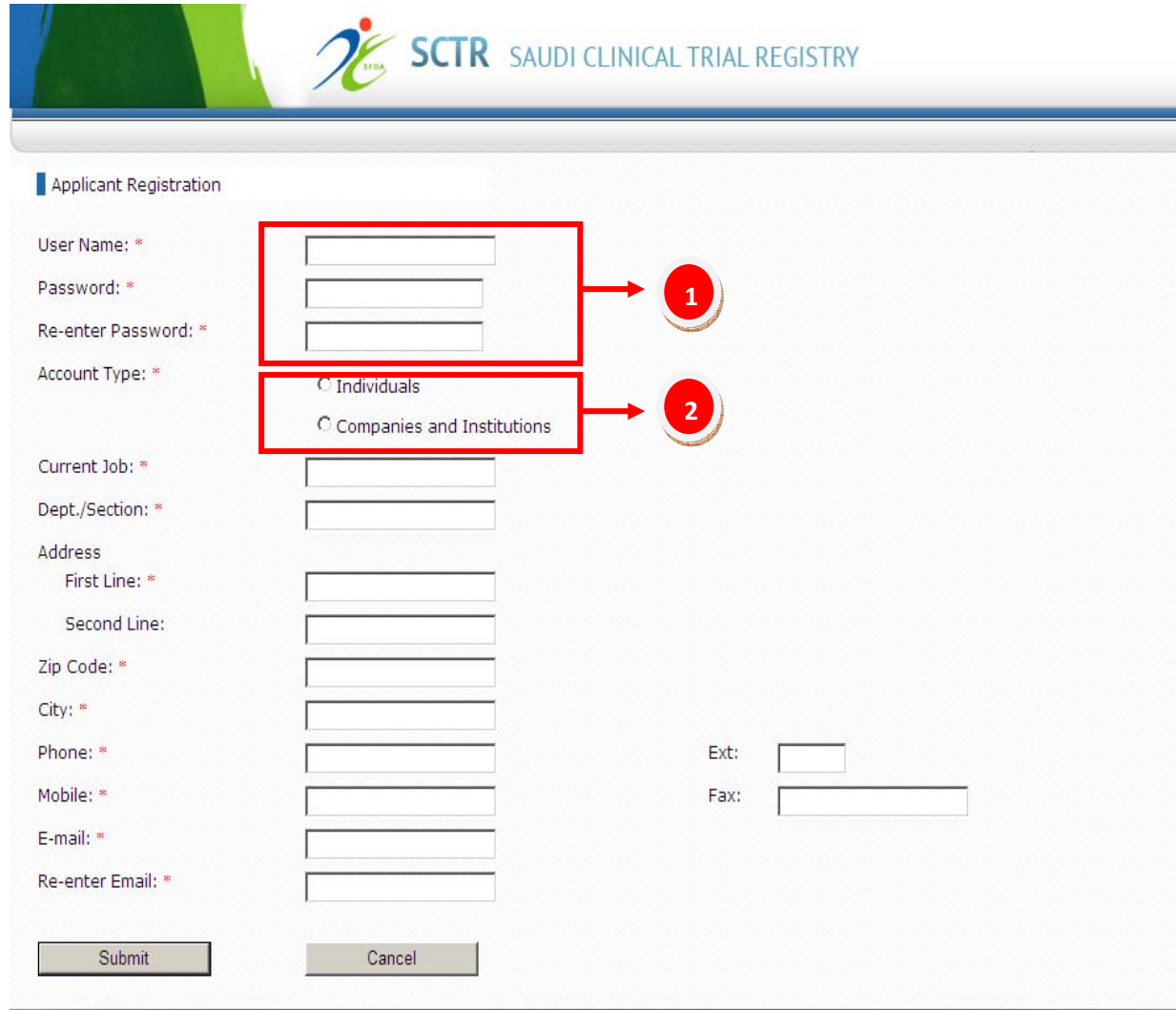
1 قم بالدخول إلى الموقع الخاص
بالنظام.

<http://sctr.sfda.gov.sa/>

2 إذا لم يكن لديك اسم
مستخدم فالرجاء قم بإنشاء
حساب جديد.

1 fill the "User Name"
& "Password" fields

2 Choose your account
type "Individuals" or
"Companies and
institutions"



Applicant Registration

User Name: *

Password: *

Re-enter Password: *

Account Type: *
 Individuals
 Companies and Institutions

Current Job: *

Dept./Section: *

Address
First Line: *

Second Line:

Zip Code: *

City: *

Phone: *

Mobile: *

E-mail: *

Re-enter Email: *

Ext:

Fax:

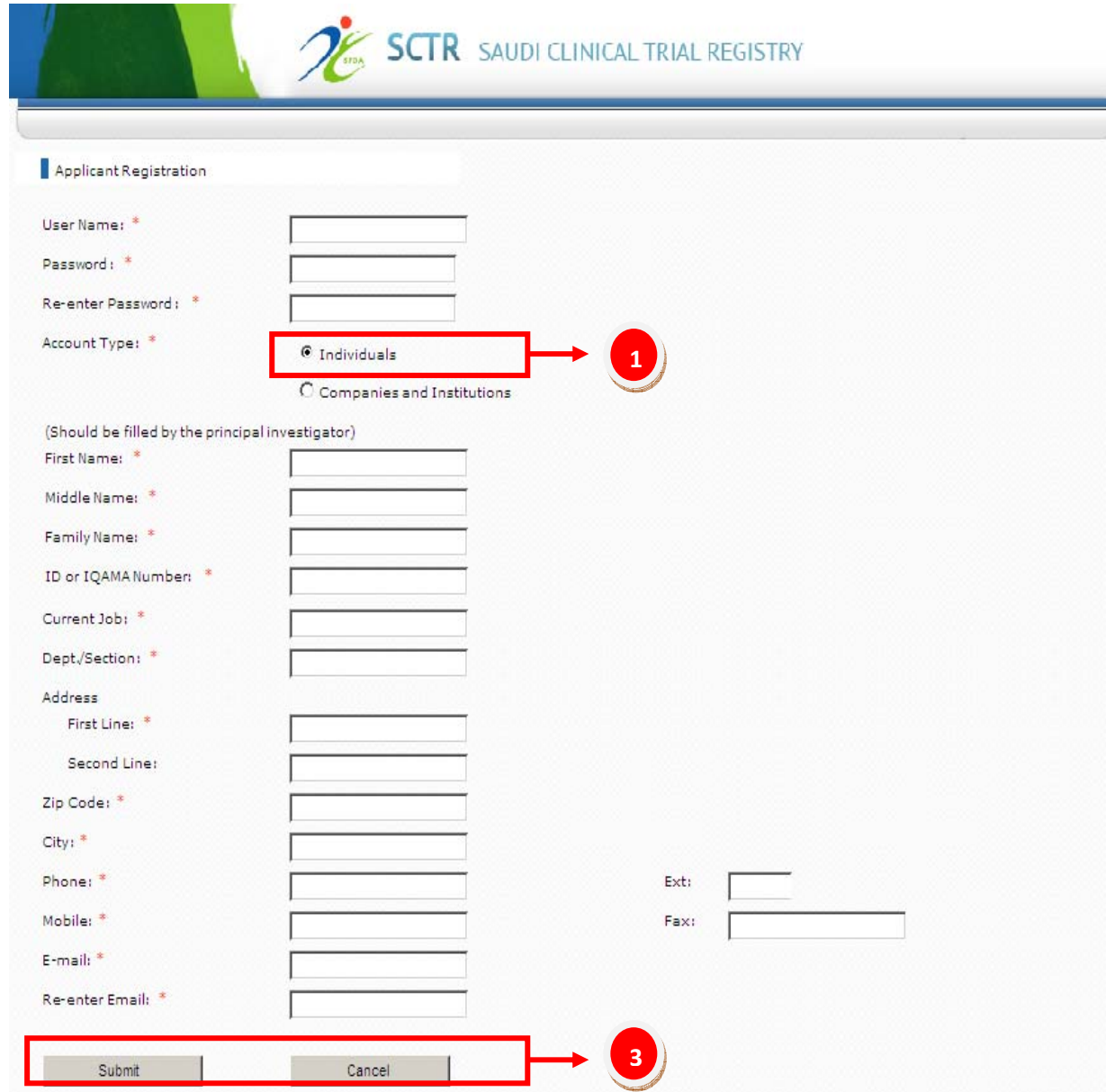
Submit Cancel

1 قم بتعبئة حقل "اسم المستخدم"
و "كلمة المرور"

2 قم باختيار نوع التسجيل "أفراد" أو
"شركات ومؤسسات"

Individuals

الأفراد



Applicant Registration

User Name: *

Password: *

Re-enter Password: *

Account Type: * Individuals Companies and Institutions

(Should be filled by the principal investigator)

First Name: *

Middle Name: *

Family Name: *

ID or IQAMA Number: *

Current Job: *

Dept./Section: *

Address

First Line: *

Second Line:

Zip Code: *

City: *

Phone: *

Mobile: *

E-mail: *

Re-enter Email: *

Ext:

Fax:

Submit Cancel

1 Choose "Individuals" if you are the principle investigator

→ Fill all the required fields.

2 After filling all required fields choose "Submit" to submit your application or choose "Cancel" for cancelation.

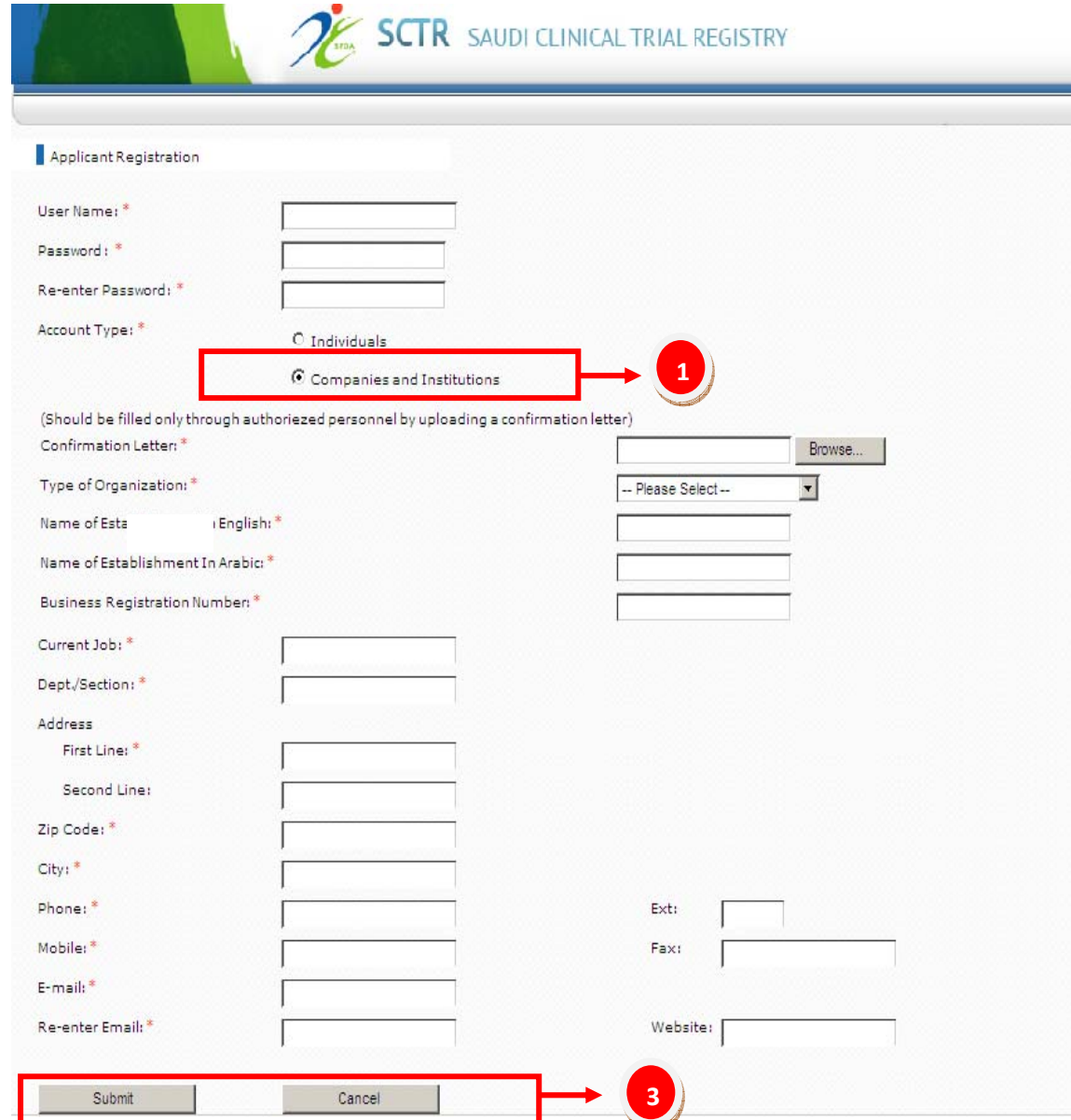
1 قم باختيار "الأفراد" إذا كنت باحثاً رئيسي مستقل

← قم بتمبئة جميع الحقول المطلوبة

2 بعد الانتهاء من تمبئة جميع الحقول المطلوبة وفي حال أردت تقديم الطلب اختر "Submit" وفي حال الإلغاء اختر "Cancel"

Companies and Institutions

الشركات والمؤسسات



Applicant Registration

User Name: *

Password: *

Re-enter Password: *

Account Type: * Individuals Companies and Institutions

(Should be filled only through authorized personnel by uploading a confirmation letter)

Confirmation Letter: * Browse...

Type of Organization: * -- Please Select --

Name of Establishment English: *

Name of Establishment In Arabic: *

Business Registration Number: *

Current Job: *

Dept./Section: *

Address

First Line: *

Second Line:

Zip Code: *

City: *

Phone: * Ext:

Mobile: * Fax:

E-mail: *

Re-enter Email: *

Website:

Submit Cancel

1 Choose "Companies and Institutions" if you are official representative for that company or institution.

→ Fill all the required fields.

2 After filling all required fields choose "Submit" to submit your application or choose "Cancel" for cancelation.

قم باختيار "الشركات

والمؤسسات" إذا كنت ممثلاً لشركة
أو مؤسسة راعية للدراسة.

← قم بتعبئة جميع الحقول المطلوبة

2 بعد الانتهاء من تعبئة جميع الحقول
المطلوبة وفي حال أردت تقديم الطلب
اختر "Submit" وفي حال الإلغاء
اختر "Cancel"