

Guidelines to reimburse the publication fee for research articles published in journals

The guidelines formulated by the Sub Committee appointed by the University Research & Development Committee at its 15th meeting held on 11.12.2013.

Eligibility

- An applicant can be reimbursed the publication fee for any full paper article published in any indexed journal.
- The funds are allocated for academics under the categories of probationary Lecturers to the Senior Professors on the basis of one article per year.
- Maximum amount that can be reimbursed US S 300.00 per article
- University Research Grant holders are not eligible for this reimbursement

Procedure for application

- The Faculty Research Committee has the authority to decide whether the journal is an indexed journal or not
- Following documents should be forwarded by the applicant after publishing the article in the journal with the endorsement of the Head of the Department and the Dean of the Faculty
 - o Recommendation of the Faculty Research Committee
 - o Letter of acceptance by the publisher
 - o Copy of the article published
 - o Original invoice
 - o Reimbursement voucher with the recommendation of the Head and approval of the Dean of the faculty
- Applicant must upload the article in the University e-repository before applying for the reimbursement unless the publisher has imposed restrictions for the publication
- The University should be acknowledged in the article