



UTS

UNIVERSITY OF TECHNOLOGY SARAWAK

JOURNAL PUBLICATION FUND APPLICATION

CRITERIA ELIGIBLE TO APPLY FOR JOURNAL PUBLICATION FUND:

1. The paper has been **accepted** for publication.
2. The journal in which the paper to be or have been published is in the category of **SCOPUS/WOS/ERA/JCR**.
3. For **conference paper**, the applicant is required to **pay the publication fee first** and **request for reimbursement after the paper has been published** in SCOPUS/WOS/ERA/JCR journal. The payment **should only be done after getting the approval from Centre for Research & Development** to avoid any inconvenience.
4. The **first/corresponding author** must be UTS staff.
5. Only a **maximum fee of RM 2,500.00 per publication** can be considered. The fund will cover only for active UTS authors (UTS staff or student that is still work or study in UTS during the application). For example:

Authors	Publication Fee	Payment by UTS
UTS 1, UTS 2	RM 2,000.00	RM 2,000.00 will be paid by UTS
UTS 1, UTS 2, University A, University B *UTS 1 is first/corresponding author	RM 2,000.00	RM 500.00 by every author RM 1,000.00 will be paid by UTS (2 UTS authors)
UTS 1, UTS 2, UTS 3, University A *UTS 1 is first/corresponding author	RM 6,000.00	RM 1,500.00 by every author RM 2,500.00 will be paid by UTS *Publication fee capped at RM2,500.00 per paper

6. The fund will cover only **two (2) publications per lecturer** and is on **first come first serve basis**.
7. The financial support depends on **the availability of the fund**.
8. In situation where the publication is related to research grant, the possibility of **utilizing the grant to support the publication fee should be explored first**.

A. DETAILS OF THE APPLICATION

Name of Applicant	:			
School	:			
Extension No.	:		Email Address	:
Research Paper Title	:			
Journal Title	:			
Author	:			
Corresponding Author	:			
Co-Author(s)	:			

Year	:		Volume	:	
Page No.	:		ISSN No.	:	
Publisher	:				
Amount Applied	:				
Is the above publication related to any research grant with funding? (Please tick)					
Yes <input type="checkbox"/> No <input type="checkbox"/>					
If yes, please specify the following:					
Project Leader	:				
Grant Sponsor	:				
Research ID	:				
Research Title	:				
Project Start Date	:				
Project End Date	:				
Declaration by the Applicant:					
<p>I hereby declare that all information provided in this form is true and correct and all supporting documents have been attached together with the application form. If any of the information I have furnished either intentionally or unintentionally is found to be untrue, I understand that UTS reserves the right to terminate the approval for financial support for journal publication by staff or take any other action as it deems appropriate.</p>					
<p>.....</p> <p>Name :</p> <p>Date :</p>					

B. VERIFICATION BY CENTRE FOR RESEARCH & DEVELOPMENT

Balance of Journal Publication Fund :	RM	as at
Verified by CRD Officer : Name : Designation:	
Checklist of Supporting Documents to be Attached:		Comment: _____ _____ _____
i. Acceptance Letter from the Publisher	<input type="checkbox"/>	
ii. A copy of accepted manuscript (Latest approved/submitted version)	<input type="checkbox"/>	
iii. Evidence of the journal listed in SCOPUS/WOS/ERA/JCR	<input type="checkbox"/>	
Checked and Verified by Deputy Director:	Approval by Director:	
..... Name : Date :	Approved <input type="checkbox"/>	Not Approved <input type="checkbox"/>
 Name : Date :	

C. APPROVAL BY FINANCE DEPARTMENT

Verified By:	Approved By:
Finance Department	VC/DVC/HoD (A&F)
Name:	Name:
Date:	Date: