 University of Central Punjab

*(Incorporated by Ordinance No. XXIV of 2002 promulgated by Government of the Punjab)*

**Form A - Remuneration Form for Research Publication**

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| **Applicant Name:**  **Designation: Date of Joining - UCP:**  **Faculty:  FMS  FOE  FOIT  FASS  FLS  FOP  FMC  FOL  FOS**  **ELC**  **Email:** |

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| --- | --- | --- | --- |
| **Published:  Foreign Collaboration** (5%, increase in a remuneration) | | | |
| **Pos.** | **Authors Name** | **UCP** | **Foreign** |
| **1st** |  |  |  |
| **2nd** |  |  |  |
| **3rd** |  |  |  |

|  |  |
| --- | --- |
| **Title of Research Paper** |  |
| **Journal Name** |  |
| **Category of Journal** | Impact Factor → As per WoS-JCR List  W Category  X Category  Y Category → As per HJRS |
| **Impact Factor (WoS-JCR)** |  |
| **ISSN** |  |
| **Volume/Issue No** |  |
| **Month-Year of Publication** |  |
| **URL/DOI of Published Paper** |  |
| **URL of Journal Main Page** |  |
| **TJ** (Total journal in subject area as per HJRS) |  |
| **JP** (Journal position in subject area as per HJRS) |  |
| **Total Amount** |  |
| **Claimed Amount**  (In case of foreign collaboration add 5% extra) | Standard Case:  50%  30%  20%  Foreign Collaboration Case:  55%  35%  25%  Rs: |

|  |  |
| --- | --- |
| **For Official Use** | |
| **Recommended Incentive Amount** | |
| **1.** | Rs: |
| **2.** | Rs: |
| **3.** | Rs: |

**Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Recommended by Concerned DEAN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & Signature**

**Verified/Recommended by Research Director UCP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & Signature**

**Approved by Pro-Rector UCP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & Signature**

**Documents Required by the Directorate of Research**

**Please hand over the following documents in printed/hard form to:**

**Research Associate - DOR**

Office: Cabin No: 37,

Gym Faculty – Sports Complex, Ext: 351.

1. “Form A - Remuneration Form for Research Publication” duly signed by the Applicant and Dean of the concerned department.
2. Printed/hard copy of published paper indicating volume/issue no. and year.
3. Main page of the journal indicating impact factor and ISSN.

**Please send email at research@ucp.edu.pk with the subject** “Journal Publication” and attach the following documents in email:

1. “Form A - Remuneration Form for Research Publication” in soft form. Note: Signatures are not essential – Please do not scan as information needs to be copied from the form.
2. Soft copy of published paper indicating volume/issue no. and year.
3. Main page of the journal indicating impact factor and ISSN.

After receiving the documents, the Directorate of Research will scrutinize the documents. Thereafter, the applicant will be informed through email regarding the award status of the published paper.

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**Form B - Sponsorship Form of Journal Fees for Research Publication**

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| **Applicant Name:**  **Designation: Date of Joining - UCP:**  **Faculty:  FMS  FOE  FOIT  FASS  FLS  FOP  FMC  FOL  FOS**  **ELC**  **Email:** |

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| --- | --- | --- |
| **Pos.** | **Authors Name** | **UCP** |
| **1st** |  |  |

|  |  |  |
| --- | --- | --- |
| **Title of Research Paper** |  | |
| **Journal Name** |  | |
| **Category of Journal** | Impact Factor → As per WoS-JCR List  W Category  X Category  Y Category → As per HJRS | |
| **Impact Factor (WoS-JCR)** |  | |
| **ISSN** |  | |
| **Volume/Issue No** |  | |
| **Month-Year of Publication** |  | |
| **Published of Journal** |  | |
| **URL/DOI of Published Paper** |  | |
| **URL of Journal Main Page** |  | |
| **TJ** (Total journal in subject area as per HJRS) |  | |
| **JP** (Journal position in subject area as per HJRS) |  | |
| **Peer-Review Reports** | No of Reviewers:  Review Reports Attached: | |
| **Journal Relative Position** | Top 30% | |
| **Journal Fees in US$** |  | |
| **Claimed Amount**  **(Upto 500 $)** | Rs: | Conversion Rate USD to PKR |

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| **For Official Use** | |
| **Recommended Journal Fees** | |
|  | Rs: |

**Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Recommended by Concerned DEAN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & Signature**

**Verified/Recommended by Research Director UCP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & Signature**

**Approved by Pro-Rector UCP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & Signature**

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**Research Associate - DOR**

Office: Cabin No: 37,

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1. “Form B - Sponsorship Form of Journal Fees for Research Publication” duly signed by the Applicant and Dean of the concerned department.
2. Attach the details of peer-reviews of journal i.e., peer-review reports of reviewers (From 1st cycle till publication).
3. Main page of journal indicating its publication fees.
4. Main page of the journal indicating impact factor and ISSN.

**Please send email at research@ucp.edu.pk with the subject** “Sponsorship of Journal Fees” and attach the following documents in email:

1. “Form B - Sponsorship Form of Journal Fees for Research Publication” in soft form. Note: Signatures are not essential – Please do not scan as information needs to be copied from the form.
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After receiving the documents, the Directorate of Research will scrutinize the documents. Thereafter, the applicant will be informed through email regarding the award status of the sponsorship of journal fees.