



Form: RD – A

**Application for sanction of incentives for Academic Publications**

1. Department:
2. Name:
3. Designation:
4. Mobile Number
5. Publication details (*Attach Copy of publication and proof of whether it is SCOPUS or SCI*). Tick those applicable:

S.No.	Item			Details		
1	Nature of Publication			Journal / Conference / Book/ Book Chapter		
2	Type of Journal / Conference			National / International		
3	Name of the Journal					
3.1	Authors ( author is student mention it)					
3.2	Faculty author			First / Second / Third Author		
3.3	Title of the Paper / Book / Book Chapter					
3.4	<b>Journal Indexed in</b> (Attach Proof )			SCI / SCIE / SCOPUS Q1 / Q2 / Q3 / Q4	Paid / Unpaid Journal specify	
3.5	Impact Factor with Proof (JCR)					
3.6	ISSN No	Vol.No:	Issue No.	Year	Page No(s)	
3.7	Publication Processing fee (Applicable to Asst. Prof. only)			---		
4	<b>Conference Details</b>					
4.1	Date(s)	Venue		Conference supported by	IEEE / ASME /ASCE / SCI / SCOPUS/ IIT / NIT/ National R & D Institutions / Top 500 Universities (QS World University Rankings)	
4.2	Name of the Person, who presented the Paper in the Conference					
4.3	Registration Fee:			Faculty Contribution in Rs.		
4.4	TA / DA			Rs.		
4.5	Total			Rs.		
5	Book /Book Chapter (Full Incentive for Scopus Indexed Book / Chapter. Otherwise 25-50%, if the book is published by Prominent publisher or available in prominent ecommerce sites).					
5.1	Title of the Book					
5.2	Full Book / Partial Book					
<b>5.3</b>	ISBN No	National / International	No. of Chapters	Page No's	Year	Publisher Details



6. Originality certificate: **I certify that**  
 (a) the contents of the publication are my original work and have not been copied from other sources.  
 (b) This work has been carried out by me during my tenure in the college only.
7. The above Publication was uploaded in Dept. Web Portal on \_\_\_\_\_(Date)
8. I am aware that the signed author is claiming for incentives / expenditure for the paper mentioned in this application. *(Applicable for multiple authors of our Institute)*

**1. Name:**

Designation: \_\_\_\_\_ Dept: \_\_\_\_\_  
 Signature: \_\_\_\_\_

**2. Name:**

Designation: \_\_\_\_\_ Dept: \_\_\_\_\_  
 Signature: \_\_\_\_\_

In view of the above I request you to kindly sanction the Incentive as per norms.

Submitted to **Dr.K.Gouthami, Dean Research and Technology Development**, through HOD for forwarding to the **Principal**.

*Signature of applicant*

**Comments of Department R & D Coordinator:** Comments related to indexing/ Q1, Q2, Q3, Q4, Impact factor & Paid or Unpaid, etc...

**Signature with date:**

*HoD Signature*

**Recommendations of R&D Committee (Incentive / Publication Processing Fee): Journals:**

1. International / National, Peer Reviewed / Others Q1/ Q2/ Q3/ Q4
2. Paid / Unpaid Journal
3. SCOPUS / SCI / SCIE indexed Journal
4. JCR Impact Factor: Yes / NO, Impact Factor \_\_\_\_\_
5. First / Second / Third Author as a faculty of **Malineni Lakshmaiah Women's Engineering College**
6. Hence, an amount of Rs. \_\_\_\_\_ is recommended

**Conferences:**

1. International / National Conference supported by IEEE / ASME /ASCE / SCI / SCOPUS / IIT / NIT/ National R & D Institutions / Top 500 Universities (QS World University Rankings)
2. First / Second / Third Author

Hence, a t o t a l a m o u n t ( Registration Fee+TA+DA) of Rs. \_\_\_\_\_ is recommended.

**Book / Book Chapter:**

1. Full Book / A Chapter in an edited Book
2. First / Second / Third Author
3. International / National Publishers within / outside India
4. Hence, an amount of Rs ..... is recommended.

**R&D Member**

**Dean Research and Technology Development**

**Principal**