To,
Registrar,
Poornima University, Jaipur

Date:....................

SUBJECT: Application for release of "Technical Publications Incentive"

Name of Applicant:........................................... Employee Code: ............... Date of Joining:...............

Designation .................................. School:.............................. Department:.................................

Mobile No. ....................... P-Mail ID:....................................................poornima.edu.in

Co-Author Details:

<table>
<thead>
<tr>
<th>Name of Co-Authors</th>
<th>Applied for Incentive (Yes/No)</th>
<th>Co-Authors Status (Faculty / Research Scholar / Student)</th>
<th>Affiliation</th>
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Author Category (eg. 1.1/1.2/1.3): ........................................

Publication Category (please fill separate form for each category) (eg.2.1(a), 2.1(b)): .........................

Publication Incentive Amount claimed (As per category mentioned above) ..........................................................

Title:...........................................................................................................................................

Date of Publishing:........................

I have published respective book(s)/ research papers and attended conferences and I am entitled for incentive under this scheme of PU. I hereby certify that I have put in services for at least 255 working days as on the date of this application.

Signature

RECOMMENDATIONS OF HOD

- As per the category mentioned in Technical Publications Incentive scheme the Faculty is
  Guide ☐ Supervisor ☐ Student ☐ Research scholar ☐

- Recommendation related to release of Technical Publications Incentive under the scheme:
  Recommended ☐ Not Recommended ☐

Name of HOD : ............................................................. Signature : ........................................

(1/2)
RECOMMENDATIONS OF DEAN

- Recommendation related to release of Technical Publications Incentive under the scheme:
  - Recommended [ ]
  - Not Recommended [ ]
  Name of Dean: .................................................................
  Signature: .................................................................

OBSERVATIONS OF EXPERTS

- Author Category Considered: .................................................................
- Publication Category Considered: .................................................................
- Total Amount to be allocated to all the authors: .................................................................
- No. of authors considered: .................................................................
- Recommended for releasing the amount ................................................................. to the author applied

- Name & Signature of Expert # 1
  Name & Signature of Expert # 2

REMARKS OF CF & AO WITH RECOMMENDATION OF FINANCIAL GRANT

Signature

APPROVAL OF PROVOST / PRESIDENT

Signature of Provost / President

REIMBURSEMENT BY CF & AO

<table>
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<tr>
<th>CATEGORY</th>
<th>AMOUNT</th>
<th>1st Author 60%</th>
<th>Following Authors 40%</th>
<th>PG / PhD Scholar 60%</th>
<th>Guide 40%</th>
<th>INCENTIVE SANCTIONED</th>
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SANCTION BY CF & AO
Technical Publications Incentive under the scheme sanctioned for the value of Rs. __________

Signature CF & AO