

**Application for the Publication Charges
(Permanent staff only)**

01.	Name of the applicant :	
02.	Position :	
	Faculty:	Department/ Unit :
	Email :	ORCID :
03.	Google Scholar Profile Link :	
04.	ResearchGate Profile Link :	
05.	Web links to LinkedIn Profile of the applicant (if applicable):	
06.	Contact number (Office) :	Contact number (Mobile) :
07.	Names of the co-authors :	
08.	Name of the corresponding author : (A copy of the manuscript should be attached)	
09.	Tick the relevant category :	
	<input type="checkbox"/>	Category A : Cash advance for the payment of publication charges
	<input type="checkbox"/>	Category B : Reimbursement of publication charges

Category A : Cash Advance for the Payment of Publication Charges

I. Details of the publication :

i. Title of the paper (Attach a hardcopy of the paper) :
[**Mandatory** to submit the softcopy of the **Full paper** with the application to officerc@kln.ac.lk immediately after the publishing.]

ii. Name of the journal :

II. Payment details:

Publication fee in:

i. LKR:

ii. Foreign currency:

(Documentary evidence should be submitted)

III. The indexing of the journal :

SCOPUS

ABDC

Clarivate Analytics

ABS

SciMago

(**Mandatory** to attach any documentary evidence of **indexing**)

IV. Please attach the relevant documents :

a) The acceptance letter :

b) Proof of the requested publication charges :

c) Evidence documents of indexing :

Category B : Reimbursement of Publication Charges

I. Details of the publication :

i. Title of the paper (Attach a hardcopy of the paper) :
[**Mandatory** to submit the softcopy of the **Full paper** with the application to officerc@kln.ac.lk]

ii. Name of the journal :

iii. Volume of the journal accepted : (Include the issue and pages)

iv. Date of publication :

Year :

Month :

Day :

II. The citation index :

SCOPUS

ABDC

Clarivate Analytics

ABS

SciMago

(**Mandatory** to attach any documentary evidence of **indexing**)

III. Payment details:

Publication fee in:

i. LKR:

ii. Foreign currency:

(Documentary evidence should be submitted)

iii. Date of the payment made :

(Mandatory to submit the copy of the payment receipt of the publication.)

iv. Name of the person who paid the publication fee :

(If it is not the author, attach a letter of confirmation from the person who has paid the publication fee)

IV. Please attach the relevant documents :

a) A reprint of the journal article :

b) Receipt of the payment :

10.	Have you obtained any publication fee from the University of Kelaniya during the current year? Yes <input type="checkbox"/> No <input type="checkbox"/>
-----	--

If yes,
 Date received:
 Amount received:

11.	Please indicate whether the applicant was awarded or applied for Senate Honours (cash prize) for the particular article? Yes <input type="checkbox"/> No <input type="checkbox"/>
-----	--

If yes,
 Date of awarded/ date of applied :
 Amount received :

12.	Web link for the abstract of the paper in the ResearchGate profile of the applicant :
-----	---

I declare that the above information is true and correct. I also declare that the same paper has not been submitted to the Foreign Travel Grant. I am aware that in case it is found that I breached these conditions, I have to refund to the university the amount of the publication fee awarded and will not qualify for funding for publication charges in the future awarded by the University.

(Tick the Relevant Statement)

- This application is for a **Cash Advance for the payment of publication charges:**
- I agree to submit the PDF version of the Abstract and the full paper to be deposited in e-repository immediately after publishing the paper.
 - I agree to pay the publication charges immediately after receiving Cash Advance and settle that by providing the receipt of the payment of publication charges.
 - I agree to return the additional money If the cash advance value is higher than the paid amount, when settling the cash advance.

- This application is for a **Reimbursement of publication charges:**
- I agree to submit the PDF version of the Abstract and the full paper to be deposited in e-repository of the University and publish the same in my ResearchGate profile.

.....
 Signature of the applicant

.....
 Date

Recommendation of the Director/Faculty Research Centre :

.....

Signature of the Director/FRC

.....

Date

Recommendation of the Head of the Department :

.....

Signature of the Head

.....

Date

Recommendation of the Dean of the Faculty :

.....

Signature of the Dean

.....

Date

For office use only

Recommendation of the Chairman of the Research Council :

.....

Signature of the Chairman/ Research Council

.....

Date