**SVKM’s NMIMS Deemed to be University**

To, Date:

The Vice Chancellor/ Pro-Vice Chancellor,

**Subject: Application for Research Incentives**

Respected Sir/Madam,

**Publication Details are as below,**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Name of all Authors (Sequence of authors as mentioned in the publication)** | **Title of the Article / Research Paper** | **Name of the Journal** | **ISSN No., Issue, Volume, Page Nos.** | **Date, Month, and Year of publishing** | **Publishing Authority** |
|  |  |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Scopus indexed (or ABDC indexed)** | **Official Impact Factor by Clarivate Analytics** | **Total Incentive Amount** | **Name of faculty claiming the incentive** | **Total Amount divided by number of Authors** | **Online Link to the Publication** |
|  |  |  |  |  |  |  |

Research Paper Presented in the Weekly Research Seminar of the School/Campus on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please mention date)

Request to consider the above-mentioned publications for research incentives as per the University Research Policy.

Thanking you,

Name of Faculty with Designation

Forwarded through,

Dean/ Director (School/Campus)

Forwarded through,

**Dean, Research & Development**

**Enclosure:** Hardcopy of the publications with proof of Impact Factor on Journal Website **(back to back print only)**