	ST. MICHAEL'S COLLEGE OF ILIGAN, INC.		<i>Document Code:</i> SMCII.RMO.F16.0016
	<i>Subject:</i> Form 16: Academic Personnel Paper Presentation Contract	<i>Rev.:</i> 0	<i>Effective Date:</i> 2.12.2025


Academic Personnel Paper Presentation Contract

1. Author/s: _____ : _____ : _____
2. Research Title: _____ _____
3. Date of Paper Presentation: _____
4. Title of Conference/Seminar: _____
5. Venue : _____

6. Agreements:

6.1 The Author shall:

- 6.1.1 Inform the Research Office and submit the abstract of his/her/their study prior to its submission to any call for papers.
- 6.1.2 Revise the edited abstract prior to its submission;
- 6.1.3 Follow-up for the submission of the abstract as well as the response of the submitted abstract.
- 6.1.4 Receive an incentive according to the level of paper presentation (that is, local, regional, national, international).
- 6.1.5 Avail of the free registration, travel expenses and accommodations.
- 6.1.6 Submit certificates and documentation three days after the paper presentation.
- 6.1.7 Be the recipient of the royalty fee from the accepting agency or institution.
- 6.1.8 Receive an incentive if the research paper is published in local, regional, national or international level.

	ST. MICHAEL'S COLLEGE OF ILIGAN, INC.		<i>Document Code:</i> SMCII.RMO.F16.0016
	<i>Subject:</i> Form 16: Academic Personnel Paper Presentation Contract	<i>Rev.:</i> 0	<i>Effective Date:</i> 2.12.2025

6.2 The School shall:

6.2.1 Give registration fee, travel expenses and accommodations to the concerned faculty;

6.2.2 Release author/s' incentives upon submission of the certificates and documentation of the paper presentation.

7. Intellectual Property Rights:

This research is funded by St. Michael's College as such; the Name of the institution should appear in presentations and in all publications. Copyright of the publication and use of all or any part of such research including the use of data sets shall be subject to the approval of the institution President.

8. This contract is signed on _____.

Author

Author

Conforming Ethical Standards and Protocols:

Chairman, Research Ethics Review Committee

Date Reviewed

Recommending Approval

Dean

Coordinator, Research Management Office

Approved by:

Vice President, Academic Affairs