

Guidelines for accepting Conference/ Symposia articles for claiming purpose

1. Academic/Administrative Staff members who hold permanent positions in Uva Wellassa University of Sri Lanka can apply for the publication fee granted for presenting papers at Scientific Meetings. Such meetings may also be known as Conferences, Seminars, Colloquiums, Forums, Workshops, Congresses, and Sessions.
2. Conference papers refer to articles that are written with the goal of being accepted to a conference: typically, an annual (or biannual) venue with a specific scope where results can be presented to the community, usually as an oral presentation, a poster presentation, or a tabled discussion.
3. The scientific meeting could be a local or international meeting.
4. Applicant should make either an oral or a poster presentation at the given Scientific Meeting by himself/herself. However, oral papers take precedence over poster presentations, and applicants who are giving multiple presentations will be given more consideration.
5. Evidence of payment for the registration to the conference and the letter of acceptance should be submitted for the approval
6. Authors can claim for publication fee for any number of papers per year subject to the allocation specified in the research policy.
7. If multiple authors are presenting, only one author can receive the funding
8. If an author is an editor of the conference/proceedings of the same conference, the author is advised not to claim for participation in the conference.
9. Final decision on the quality and the validity of the paper will be assessed by the research committee.
10. Preference is given to those whose paper/poster is likely to be subsequently published, and journal paper publications take precedence over conference proceedings, which in turn take precedence over other publications.
11. All the records of the overseas conference attendance should be maintained by the Human Resource Division of Uva Wellassa University and details on the previous payments should be obtained from SAR/ HR with a certification of the relevant officers before recommending the grant by the Research Committee.
12. A candidate can apply again only after 2 years of the previous award.

13. Altogether, a sum of LKR 100,000.00 maximum will be granted for attending in a particular Scientific Meeting.
14. The Conference/ symposia papers in the following mode and type will be considered for claiming purpose
 - a. Abstracts
 - b. Extended abstracts
 - c. Full papers