



Ref No:

## APPLICATION FORM FOR OBTAINING RESEARCH ALLOWANCE

### UVA WELLASSA UNIVERSITY OF SRI LANKA

**Instructions:** Research Allowance for suitable applicants with respect to the relevant year shall be claimed, as per the Management Service Circular No. 45 & 02/2014 and Higher Education Circular No. 01/2011. Certain additional considerations are also proposed and recommended, given their importance in contributing to Research and Creative Work. (Please do not attach a separate request letter. Use this application form only.)

1. Year Applied for
2. Name of Applicant:
3. Designation:
4. Department/Division/Section/Center/Unit:
5. Faculty (only for Academic Staff):
6. Contact details:

Telephone:

Email:

7. Method of Application (Please check (√) the relevant box)

1	Indexed Journal Publication <sup>1,2</sup>	
2	Non-indexed Journal Publication <sup>1,2</sup>	
3	Research Grants <sup>1</sup>	
4	Publications in Symposia, Conferences, Technical Sessions, Seminars, <sup>1</sup>	
5	Colloquiums, Forums, Workshops, and Congresses <sup>1</sup>	
6	Scholarly and Creative Work <sup>1</sup>	
7	Postgraduate Supervision <sup>1</sup>	
8	Patent <sup>1</sup>	
9	Recognized Awards <sup>1,3</sup>	
10	Approved Study Leave for Postgraduate Studies <sup>1,4</sup>	
11	Research Proposals ( <i>Research Proposal with UWU format should be attached</i> )	

- <sup>1</sup> Proof document of the publications should be attached (only the first page)  
<sup>2</sup> Indexed journals should be in the Master journal list of Clarivate **Web of Science**  
<sup>3</sup> National/International Level Awards (Excluding best paper/best presenter awards at conferences/symposia). Attach a copy of the proof.  
<sup>4</sup> Attach Application for Research Allowance for Postgraduate Study Leave

I hereby certify that all information provided in this application is accurate and true to the best of my knowledge.

.....  
 Signature of Applicant

.....  
 Date

**8. Recommendations:** *(Please state the reason if not recommended)*

a) Recommended/Not Recommended

b) Recommended/Not Recommended

.....  
 Head of the Department/Division/Center

.....  
 Dean of the Faculty/Registrar

Date: .....

Date: .....

c) Recommended/Not Recommended

.....  
 Chairman/Research Committee

Date: .....

**9. Approval:**

Approved/Not Approved

.....  
 Vice Chancellor

Date: .....