

**UNIVERSITY OF JAFFNA, SRI LANKA**

**Application to obtain Research Allowance for the Year \_\_\_\_\_\_\_\_\_\_  
in terms of Budget Proposal 2011**

1. Name of the Applicant:
2. Designation:
3. Department/Unit of Study:
4. i. Whether research allowance obtained last year: Yes / No

ii. If yes, under which provision of the Higher Education Circular No. 1/2011:  
(Please encircle the appropriate number)

3 (i) Proof of published / accepted research results

3 (ii) Evidence that research activities have been commenced and being continued under research grants

3 (iii) Research proposal containing the nature of the research, the time frame and methodology

3 (iv) Copies of the research papers presented by the academic staff on study leave or sabbatical leave

3 (v) Proposed publications

1. i. Under which provision of the Higher Education Circular No. 1/2011 of 20.04.2011, the application is made for Research Allowance for this year:

3 (i) Proof of published / accepted research results

3 (ii) Evidence that research activities have been commenced and being continued under research grants

3 (iii) Research proposal containing the nature of the research, the time frame and methodology

3 (iv) Copies of the research papers presented by the academic staff on study leave or sabbatical leave

3 (v) Proposed publications

ii. Documents Annexed (please tick the appropriate one)

Evidence of publication

Evidence of presentation

Evidence of acceptance of publication/presentation

Proposed academic/research publication

Evidence of research activity commenced earlier and continued last year under research grants

Research Proposal

Progress Report

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the Applicant Date

1. **Recommendations / Observations**

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| **a. Observation of the Head of the Department:**            \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Head / Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **b. Approval of the Faculty Research Committee.**     1. Application for research allowance of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   For the year \_\_\_\_\_\_\_ was considered at the FRC meeting held on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   1. The committee recommended to pay the allowance for the year \_\_\_\_\_\_\_\_\_ under provision  3(i) / 3(ii) / 3(iii) / 3(iv) / 3(v) of the Higher Education Circular No. 1/2011 of 20.04.2011. (Please encircle the appropriate number). 2. The committee **did not recommend** the payment of research allowance for the year \_\_\_\_\_\_\_\_\_ having considered the facts that   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   1. Special notes (if any):   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Chairperson of FRC/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date :\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **c. Endorsement by the Dean of the Faculty.**        \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dean / Faculty of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date :\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. **Approval**

Approved / Not Approved

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vice – Chancellor Date