

**PERMOHONAN BAYARAN BALIK BANTUAN KEWANGAN BAGI PENERBITAN PENSYARAH
(REIMBURSEMENT APPLICATION FORM FOR LECTURER'S PUBLICATION)**

BIL.	SENARAI SEMAK PERMOHONAN/ APPLICATION CHECKLIST	TANDA/ TICK (✓)
1.	Borang Permohonan Bayaran Balik Bantuan Kewangan bagi Penerbitan Pensyarah <i>Reimbursement Application Form for Lecturer's Publication</i>	
2.	Abstrak yang Diterima <i>Accepted Abstract</i>	
3.	Invois / Keputusan Editor Menyatakan Jumlah Perlu Dibayar <i>Invoice / Editor's Decision Stating the Amount That Needs to be Paid</i>	
4.	Resit Bayaran <i>Payment Receipt</i>	
5.	Penyata Akaun Bank/ Kad Kredit Menyatakan Kadar Pertukaran Mata Wang (sekiranya melibatkan mata wang luar) <i>Bank / Credit Card Account Statement Stating the Currency Rate (if involving foreign currency)</i>	

Terms and Conditions for Reimbursement:

1) Eligibility:

Reimbursement applies to both contract and permanent academic staff of the Faculty of Education, Universiti Malaya.

2) Authorship Requirement:

The applicant must be identified as the corresponding author (CA) of the article.

3) Journal Criteria:

Articles must be published in high-impact journals indexed in:

- a. Web of Science (WoS):
 - i. Social Sciences Citation Index (SSCI)
 - ii. Arts & Humanities Citation Index (AHCI)
 - iii. Science Citation Index Expanded (SCIE)
- b. Scopus
- c. The journal and publisher must not be listed as predatory (e.g., in Beall's List)

4) Indexing Requirement:

- The article must have already been published and indexed in WoS/Scopus at the time of application.
- Articles not yet published or not yet indexed are not eligible for reimbursement.

1.	Butir-Butir Permohonan / Details of Applicant									
	1.1	Nama Pemohon (Name of Applicant)								
	1.2	No. Staf (Staff Number)								
	1.3	No. Kad Pengenalan/ Pasport (IC/Passport No.)								
	1.4	No.Telefon (Pejabat) Telephone No. (Office)			No. Telefon Bimbit H/P Number					
	1.5	Alamat Surat Menyurat (Correspondence Address)								
1.6	Jabatan (Department)									
2.	Butir-Butir Penerbitan/Details of Publication									
	2.1	Tajuk Penerbitan (Title of Publication)								
	2.2	Nama Jurnal (Name of Journal)								
	2.3	Penerbit / (Publisher)								
	2.4	Indeks/ Index* *Tick where applicable	Web of Science (WoS)		SSCI		AHCI		SCIE	
			Scopus							
	2.5	URL/DOI								
2.6	Pengarang Utama/ Corresponding Author	1.								
2.7	Pengarang Bersama / Co Author	2.				3.				
3.	Butir-butir Tuntutan Bantuan/Details of Reimbursement									
	3.1	Baki semasa menuntut bantuan kewangan penerbitan pensyarah (RM): Existing balance during reimbursement (RM):								
	3.2	No. Resit Tuntutan: Reimbursement Receipt No.:								
	3.3	Jumlah Tuntutan (RM): Reimbursement Total (RM):								
	3.4	Tarikh Resit: Receipt Date:								
	3.5	Baki Terkini (RM): Current Balance (RM):								
*Sila lampirkan bukti pembayaran (asli) kepada jurnal *Please attach the original proof of payment to the journal										

4.	Senarai penerbitan yang dihasilkan untuk tempoh 2 tahun sebelum permohonan. Sekiranya ruang tidak mencukupi sila kemukakan lampiran. <i>List of publications produced during the period of two years before application. If more space is required, please append the list of publications.</i>			
	Tajuk Penerbitan <i>Title of Publication</i>	Tarikh/ <i>Date</i>	Jenis Penerbitan/Type of <i>Publication</i>	Diterbitkan oleh/Published by
5.	Permohonan Bantuan Kewangan/Application for Financial Assistance			
5.1	Adakah menerima bantuan kewangan dari mana-mana pihak? ☐ (Yes) ☐ Tidak (No) (sila kemukakan surat bantuan kewangan daripada penaja) <i>Are you receiving any aid from any source at present?</i> <i>(Please append letter of sponsorship from sponsor)</i>			
	Nama Organisasi <i>Name of Organization</i>		Jumlah (RM) Total (RM)	
5.2	Bantuan Kewangan Yang Dipohon: PENERBITAN ☐ <i>Financial Assistance Applied: Publication</i>			

Saya mengaku bahawa semua butiran dan resit yang dilampirkan di atas adalah benar
I confirm that all the above details and the attached receipt is true.

 Tarikh (Date)

 Tandatangan Pemohon

 Tandatangan Ketua Jabatan

KEGUNAAN PEJABAT SAHAJA / OFFICE USE ONLY	
6.	Ulasan dan Perakuan Timbalan Dekan (Penyelidikan)/Comments and Approval by Deputy Dean (Research)
	6.1 Ulasan/Comments:
	6.2 Permohonan Disokong/Tidak Disokong* (Application Supported/ Not Supported) <i>*potong mana yang tidak berkenaan/please cross whichever irrelevant</i>

Tarikh (Date)

Tandatangan Timbalan Dekan (Penyelidikan)
Deputy Dean (Research) Signature

7.	Ulasan dan Perakuan Dekan/Comments and Approval of the Dean
	Ulasan/Comments:
	Bantuan Kewangan yang diperakukan: RM _____ <i>Financial Aid Approved</i>

Tarikh (Date)

Tandatangan Dekan Fakulti
Dean Signature