**Research Publication Award**

Research Office

**DOCUMENTATION CHECKLIST**

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| --- | --- | --- | --- |
| **Documents** | **Yes** | **No** | **Not applicable** |
| Completed application form |  |  |  |
| PDF file of published paper  |  |  |  |
| “About the author” page of publication (***only if*** affiliation is not clear or does not appear on first page of paper) |  |  |  |
| Copy of the title page (***only if*** article was not published online) |  |  |  |
| Research ethics institutional review board (IRB) approval letter or e-mail (applies to ***all*** studies involving human subjects, animals, plants, environment) |  |  |  |
| Letter of support from applicant’s chief academic leader or designee |  |  |  |
| Screenshot showing indexation of journal where paper was published  |  |  |  |
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