



STELLENBOSCH UNIVERSITY

FACULTY OF MEDICINE AND HEALTH SCIENCES



FMHS SCIENTIFIC TRAVEL AND PUBLICATION AWARD FUNDS

APPLICATION FOR PUBLICATION AWARDS

Purpose

The Scientific Travel and Publication Award Fund's publication award funding (the Fund) serves to incentivise **Faculty of Medicine and Health Sciences (FMHS) staff and students** for research publications in peer-reviewed Department of Higher Education and Training (DHET)-accredited journals. Before this form is completed, the [regulation](#) for this Fund should be read.

Eligibility

Early-career FMHS staff, defined as having 10 or less publications to date, **FMHS postdoctoral fellows** and **FMHS postgraduate students**. There is a category for **FMHS primary supervisors** as well. Kindly note that hosts of postdoctoral fellows are not eligible in the primary supervisor category. Certain **other criteria should also be met**, as detailed in the regulations.

Award

The **amount** awarded for an early-career staff member, postdoctoral fellow or postgraduate student publication (research paper or article) is **R5 000** and **R2 000** is awarded in the primary supervisor category. Multiple awards can be made in the FMHS early-career, postdoctoral fellow and postgraduate student categories, permitting the availability of funding. Awards to primary supervisors may be capped at two, budget permitting. Postdoctoral fellows and students must have an active student or postdoctoral account at the time of application, or they must reflect as a staff member on the SU/FMHS payroll in order for such an incentive to be paid out.

Application

There are **three calls annually** with the following closing dates, provided a call is officially announced:

1 March
1 July
1 November

If an application is made for more than one publication, a **separate application form** for each publication should be completed. Primary supervisors should submit applications for publication awards independent from applications. **Late applications or applications outside of these periods will unfortunately not be considered.**

An application consists of the completed form and the following supporting attachments:

Appendix	Description	Attached	Comments (optional)
A	Copy of the published or accepted publication (<i>indicating the publication year, journal name and author names and affiliations</i>)		
B	Proof of acceptance of publication (<i>if the paper has not been published yet, but still send copy of article</i>)		
C	Proof of registration (<i>for postdoctoral fellow or postgraduate student applications</i>)		

Submission

A completed application form must be submitted with the **attachment(s)** as **one PDF document**, to **Mr Tashwell de Wet** (tashwell@sun.ac.za) via **e-mail**, by the relevant **deadline** (see above). Please note that incomplete or late applications will not be accepted. No hard copies are required.

Enquiries

Mr Tashwell de Wet at tashwell@sun.ac.za or 021 938 9056.

1. APPLICANT INFORMATION			
Surname			
First name		Title	
Division / Centre			
Department			
SU number		E-mail	
Applicant status (Select one)	Staff		Postdoctoral fellow
	Staff enrolled for a further degree		Postgraduate student
Race (For reporting)		Gender	
Date of birth		Cell number	
APPLICATION CATEGORY			
(Select only one. Complete a <u>separate application form</u> if the student and primary supervisor are applying) *Proof of registration must be attached to the application.			
*Postdoctoral fellow (FMHS)		Primary supervisor (FMHS staff)	
		Student name (must be 1 st author)	
*Postgraduate student (PhD)		*Postgraduate student (MSc)	
		State date or intended date of graduation (MM/YYYY)	
*Postgraduate student (MPhil)		*Postgraduate student (MIMed)	
		State date or intended date of graduation (MM/YYYY)	
*Postgraduate student (Hons)		Early-career researcher (FMHS staff)	
		For this category, state the number of papers published to date, first & co-author	

2. DETAILS OF RESEARCH PUBLICATION		
Article title		
Journal name (official full name)		Year of Publication

RESEARCH THEME (Select all relevant themes)		
Infectious Diseases	Maternal and Child Health	
Mental Health and Neurosciences	Non-communicable Diseases	
Health Systems Strengthening	Violence, Injury, Trauma and Rehabilitation	
Primary Health Care	Other (please state)	

3. AWARD PAYMENT OPTIONS

Indicate the preferred payment option but kindly note, student payments cannot be made once a student has graduated and left Stellenbosch University.

CATEGORY	CRITERIA	PUBLICATION AWARD PAYMENT	ALREADY AWARDED IN 2025	YOUR CHOICE	FOR OFFICE USE
Early-career researcher (FMHS staff)	1 st author or joint 1 st author of a primary research or review article published in an accredited journal; applicant must have 10 or less articles published to date	R5 000 to be paid into departmental or divisional research cost centre ring-fenced for author's use			
Postgraduate student or Postdoctoral fellow	1 st author or joint 1 st author of a primary research or review article published in an accredited journal; proof of registration must be attached	R5 000 to be paid into student/postdoctoral account or cost centre			
Primary supervisor of postgraduate student	Author of a primary research or review article published in an accredited journal; supervised postgraduate student must be 1 st author; postdoctoral fellows do not qualify as primary supervisors of students	R2 000 to be paid into departmental or divisional research cost centre ring-fenced for supervisor's use			
Nominated cost centre <i>The following cost centres are <u>not</u> permitted: K-, S-, Harry Crosley-, MRC-, NRF- or research contract cost centres. The divisional/departmental/applicant's general research cost centre would be the most appropriate. For postdoctoral fellows and students the student number can be nominated, in which case the incentive will be paid out via the student account.</i>					

4. DECLARATION

APPLICANT:

- (1) I agree that I have read the instructions and that the information provided is correct:
- (2) To the best of my knowledge, I confirm that this is not a predatory journal:

Date:

FOR OFFICE USE ONLY								
Accredited journal		Primary research or review article		Final publication or accepted publication		Number of awards current year	Approved	
Yes	No	Yes	No	Yes	No		Yes	No
Reason			Date			Amount awarded		
						R		