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|  | **Details of the Authors from SGTU** | | | |  |
|  | **Author 1** | **Author 2** | **Author 3** | **Author 4** | **Author 5** |
| **Name of the Authors** |  |  |  |  |  |
| **Emp ID** |  |  |  |  |  |
| **Designation** |  |  |  |  |  |
| **Department** |  |  |  |  |  |
| **Faculty** |  |  |  |  |  |
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**Date of Submission:** 31 May 2025

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Copy of published paper showing Author’s name, SGTU affiliation, ISSN no., & publication date

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1. The completed application form and the mentioned enclosures, duly forwarded by the Dean, will be sent to the office of the Research & Development Cell, SGT University.
2. The Research & Development Cell will check the submitted application for its value and recommend it to the competent authority for approval.

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The Dean has to check thoroughly for eligibility and then forward with remarks/ recommendations (according to the current research promotion policy guidelines)

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