

## **Conditions for Payment of Financial Assistance to Participate Foreign Conferences**

Pay maximum US\$ 1000 as financial assistant, for a person per annum for any number of requests for following purposes;

- Registration for international research symposiums or conferences
- Present the research findings in International research symposiums or conference
- Publishing the research papers in indexed and/or double blind peer review journals
- Payment will be paid maximum amount US\$ 1000 or actual amount if it is lesser than the US\$ 1000

All the Lecturers (Probationary), Lecturers, Senior Lecturers (Grade I and II), Associate Professors, Professors, Senior Professors, Administrative officers, Senior Assistant Registrars, Senior Assistant Bursars and above, Librarian, Deputy Librarians, Senior Assistant Librarians and Assistant Librarians in the University are eligible to get this allowance.

in the University are eligible to get this allowance subject to fulfilling of required conditions.

The following condition should be fulfilled;

1. Must get his/her paper selected to present in the general forum or as a country paper.
2. Must confirm that the symposium/ conference is organized by an accepted University, academic organization, a government establishment and Research Society or Research Association.
3. Must present the same paper at the special forum of Annual Research Session at Sabaragamuwa University of Sri Lanka organize by CRKD.
4. Only the Presenter of the paper or the Corresponding Author is eligible to get this allowance.
5. Form A must be submitted before the departure and get prior approval.

In a case of misconduct, the University may, in additional to taking action in accordance with the provisions outlines above, exercise its right to take legal or other actions against the applicant of the financial assistance (researcher).

Proof of attending the event: Please attach proof such as copy of a certificate of participation, boarding pass and any other relevant documents to confirm your participation at the event.

Invoice for making Payment: Please submit original invoice such as Air fare, Registration fee, Accommodation & Meal.

## **Conditions for Payment of Financial Assistance to Participate Local Conferences**

Pay Rs. 25,000.00 per person per annum as a Registration Fee for Local Conference under the following conditions.

- Maximum of Rs. 25,000.00 as registration fee will be paid for a person per annum for any number of requests.
- All the Lecturers (Probationary), Lecturers, Senior Lecturers (Grade I and II), Associate Professors, Professors, Senior Professors and Administrative officers, Senior Assistant Registrars, Senior Assistant Bursars and above Librarian, Deputy Librarians, Senior Assistant Librarians, Assistant Librarians in the University are eligible to get this allowance.
- Only the Presenter of the paper or the Corresponding Author is eligible to get this allowance.
- A copy of abstract and the appropriate receipt should be submitted for the reimbursement.

### Note

*Applicants can apply financial assistance to participate either foreign or local conference within the year.*