

Undergraduate Open Access Fund application form

Please send electronic completed application form and required appendices via email to Dr Debbie Marais (debbiem@sun.ac.za)

Appendices to be included with application

- Published article or proof of article's acceptance by the publisher.
- A copy of the publisher's invoice.
- Proof of SU's payment to the publisher (copy of FNB/RMB payment sheet).
- A screen print of the transaction screen FFB007P of the cost centre on the SUN system, on which the payment transaction appears. **NB: Funds can only be transferred into K (research) cost centres (number should begin with a K).**
- Proof of student registration at SU.

Section A: Main applicant's details

Name		
Surname		
SU number		
Email address		
Telephone number		
Division/department		
Name of supervisor/s of research project		
Is the supervisor listed as co-author on article?	Yes	No

Section B: Article details

Title of article		
Name of journal		
Name of publisher		
DHET-accredited	Yes	No

Section C: Co-author details

Co-author 1	
Name	
Surname	
SU number	
Email address	
Division/department	
Co-author 2	
Name	
Surname	
SU number	
Email address	
Division/department	
Co-author 3	
Name	
Surname	
SU number	
Email address	
Division/department	
Co-author 4	
Name	
Surname	
SU number	
Email address	
Division/department	
Co-author 5	
Name	
Surname	
SU number	
Email address	
Division/department	

If more than five authors, please provide above details on a separate sheet

Section D: Open access funding required

Article processing charges (in journal currency)	
Article processing charges in ZAR	
K cost point into which funds should be paid	
Name of owner of K cost point	

Amounts up to a maximum of R5000 per article can be funded, regardless of journal fees. In the case of co-authorship with authors outside of SU, UOAF will support the prorated portion of the APCs for SU authors only, except on motivation for consideration for funding the full amount of up to R5000.

Motivation for consideration for funding full amount up to R5000 with non-SU co-authors:

Section E: Publisher details

Name of journal publisher	
Journal website address	
Name of corresponding contact at publisher	
Publisher contact email	
Publisher contact telephone	

I, the applicant, hereby declare that the information provided above and the supporting documents attached to this application are correct and valid. I further confirm that the publication has resulted from an undergraduate student research project, and that the student/s are listed as co-authors on this paper.

Main applicant's signature

Date

Supervisor's signature

Date