****3.12 Application Form for Course Load Reduction Against Paper Publication (P10-C)**

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| **#** | **APPLICANT’S PROFILE (Please attach 2-3 Page CV with the application form** |
| **1** | Name |  |
| Designation |  |
| Department/Campus |  |
| Contract Details |  |
| **2** | **DETAILS OF RESEARCH PAPER PUBLISHED IN CASE OF IMPACT FACTOR PUBLICATION****(If Course Load Reduction is Applied against ONE Impact Factor /HEC X/Y Publication)** |
| Title of Research Paper |  |
| Title of Journal |  |
| Category of Journal (ISI Indexed/Scopus Indexed/HEC X/Y) |  |
| Volume/Issue/DOI |  |
| Date of Publication |  |
| URL |  |
| Note: Please insert more rows above, in case of mentioning the details of 3 research papers published in X/Y HEC Recognized Papers.  |
| **3** | **Course Load Reduction Applied for the Academic Year** (e.g2020-2021) |  |
| **4** | **Current Regular Course Load (Tick the Relevant)** | ONE | TWO | THREE | FOUR |
| **5** | **Course Load Waiver Already Availed (If any)**(Please Mention the basis of Course Load Waiver) |  |
| **6** | **UNDERTAKING BY THE APPLICANT** |
|  | I clearly understand the BU Course Load Reduction Policy. After the completion of the course load waiver duration (to be approved and granted), I will undertake standard course load as per BU policyDate:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SIGNATURE OF THE APPLICANT** |

**Documents to be Attached (Mandatory)**

* Copy of Published Research Paper(s)
* Proof of Impact Factor Journal’s
* Proof of HEC X and Y recognition Journals
* Similarity Index Report of Research Paper(s)
* Proof/Approval of Previous Course Load Waivers (if any)
* Brief CV (3-4 pages max)