



**American University of Madaba**  
**Deanship of Scientific Research and Graduate Studies**  
**Application Form for Research Publication Incentives**

**Purpose:**

This application form is intended for faculty members, researchers, and graduate students seeking financial incentives for publishing research outputs in recognized, peer-reviewed academic journals. The form ensures alignment with the University's research priorities and promotes transparency and accountability in the incentive allocation process.

**Instructions for Applicants:**

1. Complete all sections of the form accurately and legibly.
2. Attach all required supporting documents (see Section 5).
3. Ensure the research output meets the eligibility criteria as outlined in AUM's Research Incentive Policy.
4. Submit the completed form and supporting documents through official channels to the Deanship of Scientific Research and Graduate Studies.

**Section 1: Applicant Information**

Field	Details
Full Name of Applicant	
Department/Faculty	
Academic Rank/Position	
Date of Appointment at AUM	
University ID Number	
Contact Information (Email/Phone)	

**Section 2: Co-Authors (if applicable)**

No.	Name	Affiliation
1		
2		
3		
4		
5		



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**Section 3: Research Article Details**

Field	Details
Title of the Article/Work	
Name of Journal	
ISSN*	
Publisher Name	
Indexing Status (select all applicable)	<input type="checkbox"/> Scopus <input type="checkbox"/> Clarivate <input type="checkbox"/> Other: _____
Journal Impact Factor (at time of Publication)	
Quartile Classification (if Scopus-indexed)	
DOI	
Volume & Issue Number	
Date of Acceptance	
Date of Publication	
Is AUM affiliation clearly acknowledged in the article?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the article been formally accepted in its final version for publication?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Author's Position in the List of Authors	- - -
Has this publication been registered in AUM's Research Portal ( <a href="#">AUM Institutional Repository</a> )?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Section 4: Type of Research Output**

Select the category that best describes the nature of your publication:

- Research Article
- Review Article
- Case Study
- Short Communication
- Technical Report
- Other: \_\_\_\_\_



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**Section 5: Required Attachments Checklist**

- Completed Application Form
- Copy of the Published Article
- Proof of Indexing (e.g., Scopus/Clarivate)
- Journal Acceptance Letter (if applicable)
- Proof of AUM Affiliation (as stated in the published article)

**Section 6: Declaration**

*I hereby declare that the submitted publication is original, meets the eligibility requirements stated in AUM's Research Incentive Policy, and acknowledges the American University of Madaba as an affiliation or funding institution where applicable.*

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Section 7: Approval Section**

**Department Approval**

Field	Details
Decision	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected
Decision Number and Date	
Department Chairperson's Name	
Chairperson's Signature	

**Faculty Approval**

Field	Details
Decision	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected
Decision Number and Date	
Dean's Name	
Dean's Signature	

**Deanship of Scientific Research Approval**

Field	Details
Decision	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected
Decision Number and Date (as per the Council of Scientific Research and Graduate Studies):	



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Dean's Name	
Dean's Signature	
Recommended Incentive Amount (JOD)	

**\*Notes:**

**1. ISI Journal**

- Refers to journals indexed in the Web of Science Core Collection by Clarivate (formerly ISI).

**Clarivate Indexed Journals (Web of Science Core Collection):**

Journals indexed in the Web of Science Core Collection, including:

- SCIE (Science Citation Index Expanded)
- SSCI (Social Sciences Citation Index)
- AHCI (Arts & Humanities Citation Index)
- ESCI (Emerging Sources Citation Index)

*Note: Journals indexed exclusively in ESCI are not assigned a Journal Impact Factor (JIF) and are not classified as ISI Root Journals.*

**2. ISI Root Journal**

- **Definition:** A journal indexed specifically in SCIE, SSCI, or AHCI (<https://www.rootindexing.com/journal-master-list/>)
- **Significance:** These journals are recognized as having an official Journal Impact Factor and are considered more prestigious.
- **Exclusion:** Journals indexed only in ESCI are not classified as ISI Root journals.

- 3.** All incentives are subject to budget availability and the quality of the publication as assessed by the Deanship of Scientific Research and Graduate Studies.