Date Applied: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
(to be filled in by OVCRD/RE ot its equivalent)

**INSTRUCTIONS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. For publications with authors coming from different units and/or CUs, only **one** application form (IPA Form 4.1 or 4.4) must be accomplished. Applicant pages shall be accomplished and signed by all UP authors applying for IPA.
2. The application form may only be certified by the unit/department of the designated main author-applicant.
3. This form should be submitted to OVCRD/RE (or its equivalent) with the following documents to secure an endorsement:

|  |
| --- |
| 🗖 Copy of the book or book chapter |
| 🗖 Book cover |
| 🗖 Copyright page |
| 🗖 Table of contents |
| 🗖 Preface |
| 🗖 Evidence of author’s identification with UP such as the List of Contributors or Notes on Contributors and other pertinent pages of the book |
| 🗖 Evidence that the publication has undergone a blind peer-review process such as comments/ communication from the reviewer(s) and/or editor or Certification from the Editor🗖 IPA Form 4.3 (Notice of Award) for all UP-affiliate unit/s claiming the unit share award |

1. Applicant/s for the IPA (Book/Book Chapter) **should submit duly endorsed application through the online portal** (<http://bit.ly/IPA4-4>). E-mail and hardcopy submissions are **no** longer accepted.

**Please note that all forms and documents must be properly accomplished and signed. Incomplete applications will NOT be processed.** |

| Title of book: |
| --- |
| Title of book chapter: |
| Name of editor/s: |
| Place of publication: |
| Name of UP author/s and affiliation/s (add rows as needed):

|  |  |
| --- | --- |
| Name (*Last Name, First Name, Middle Name*) | Constituent University and Unit/Department |
|  |  |
|  |  |
|  |  |
|  |  |

 |
| Total number of authors (including non-UP):  |
| Date of publication: |
| Name of publisher: |

|  |
| --- |
| Funding sources (list all):🞎 UP System (specify e.g. EIDR, BalikPhD, ECWRG etc.)🞎 UP CU grant (specify e.g. Outright Research Grant etc.) 🞎 DOST (specify if PCIEERD, PCHRD, PCAARD, NRCP etc.; indicate Project No., if available)🞎 Others: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |

**APPLICANT # 1**

|  |
| --- |
| Name:  |
| Constituent University: |
| College: |
| Department/Institute: | Contact No. |
| Rank/Position: |
| Type of UP affiliation:🗖 UP Personnel🗖 Faculty🗖 Research Faculty🗖 REPS🗖 Admin Staff🗖 UP-affiliated🗖 Student🗖 Project Personnel |
| Status of appointment:🗖 Permanent🗖 Temporary🗖 UP-contractual🗖 Non-UP contractual |
| E-mail address: |
| Signature of applicant: |

**APPLICANT #\_\_**

|  |
| --- |
| Name:  |
| Constituent University: |
| College: |
| Department/Institute: | Contact No. |
| Rank/Position: |
| Type of UP affiliation:🗖 UP Personnel🗖 Faculty🗖 Research Faculty🗖 REPS🗖 Admin Staff🗖 UP-affiliated🗖 Student🗖 Project Personnel |
| Status of appointment:🗖 Permanent🗖 Temporary🗖 UP-contractual🗖 Non-UP contractual |
| E-mail address: |
| Signature of applicant: |

**APPLICANT #\_**

|  |
| --- |
| Name:  |
| Constituent University: |
| College: |
| Department/Institute: | Contact No. |
| Rank/Position: |
| Type of UP affiliation:🗖 UP Personnel🗖 Faculty🗖 Research Faculty🗖 REPS🗖 Admin Staff🗖 UP-affiliated🗖 Student🗖 Project Personnel |
| Status of appointment:🗖 Permanent🗖 Temporary🗖 UP-contractual🗖 Non-UP contractual |
| E-mail address: |
| Signature of applicant: |

|  |
| --- |
| I certify that the applicant/s is/are affiliated with the University of the Philippines. |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Chair /Program Coordinator College Dean Date: Date:   |
| I certify that the journal in which the article appeared is indexed in the Web of Science (SCIE, AHCI, SSCI, and CPCI) or SCOPUS and that it is neither predatory nor hijacked.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Prof. Rowena V. MendeCVSC Director Date: |

I further certify that the journal in which the article appeared is indexed in the Web of Science (SCIE, AHCI, SSCI, and CPCI) or SCOPUS and that it is neither predatory nor hijacked.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Patricia Anne G. Nazareno PhD

Vice -Chancellor for Academic Affairs

 Date: