**Contribution in Collaborative Research Form**

**Instructions:**

* The applicant for promotion should fill this form for each co-authored publication.
* The form is designed to determine the level of authorship and contribution in collaborative research.
* The applicant only should sign the form.
* Each co-authored publication must have one senior author according to the definition contained in the Academic Authorship Policy approved by the Executive Committee of the Board of Trustees on May 18, 2018.
* By signing this form, the applicant for promotion acknowledges the accuracy of the information contained in this form, and that he/she consulted all the participating authors and obtained from them approval for his capacity as a senior author or co-author and the percentage of his contribution to the publication submitted for promotion.
* If the applicant is the senior author, he/she should have the highest percentage of contribution taking in consideration number of co-authors. In case, there are two or more authors have equal highest contribution for same publication, these authors should agree on the one who should be the senior author, and in such case none of the other authors can claim seniority for the same publication when apply for promotion in the future.
* In accordance with the provisions of Paragraph 15 of Article 4 of the Code of Professional Conduct for Faculty Members at Qatar University, an academic offense requiring referral to the Professional Conduct Committee is deemed "to include incorrect information in the content, research results, statistics, questionnaires, reports or documents."

1. **Name of applicant for promotion:** …………………………………………………………………………………..………………………………………………………
2. **Name of Department/College/Research Center:** ……………………………………………………………………………………………………………………………………………

**3. Full title of the publication (Year, Journal, Vol, pp):** ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..…………………………………………………………

**4. According to both QU and the College/Research Center specific promotion Policy, the applicant for promotion should state why he/she considers himself/herself a senior author, and describe his/her role in the publication:**

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**5. Applicant’s authorship status (please tick 🗸), contribution in %, and dated signature:**

**Senior author ( ) OR Co-author ( )**

* Contribution percentage ( %)
* Applicant’s signature:
* Date: