



STELLENBOSCH UNIVERSITY
FACULTY OF MEDICINE AND HEALTH SCIENCES



**NOTICE TO DIVISIONAL / DEPARTMENTAL HEADS IN THE
ALLIED HEALTH SCIENCES
RELATING TO RESEARCH FUNDING FOR LECTURER REPLACEMENT**

Following the success already achieved in the processing of research results under this scheme, **Subcommittee C of the Research Committee** again made funds available to continue this scheme during **2018**.

The following guidelines apply:

1. General guidelines of the University for lecturer replacement – see **Appendix 1**.
2. Specific, additional guidelines for lecturer assistance are:
 - 2.1 applications will be considered on merit;
 - 2.2 it must be indicated in a quantifiable manner why the candidate's current job description resulted in research results not yet having been finalised, presented or published;
 - 2.3 the lecturer and departmental head must jointly reflect on the time and extent of lecturer assistance required that will enable the lecturer to produce significant research contributions;
 - 2.4 the amount required should be calculated according to the current teaching rate for lecturers (the current rates are shown in **Appendix 2**);
 - 2.5 a maximum of **R 5,000 per applicant** could be made available for a period of **one year**;
 - 2.6 if more than one application per division/department is submitted, the departmental head should rank them in order of priority;
 - 2.7 the finalised research results must be presented to peers at scientific meetings;
 - 2.8 the finalised research results must be published as articles in subsidised journals;
 - 2.9 a progress report must be submitted after one year, with specific reference to outcomes achieved.
3. The submission process is as follows:
 - 3.1 Complete the latest version of the application form;
 - 3.2 Attach the abbreviated *curriculum vitae* of the applicant (maximum of 5 pages);
 - 3.3 Attach a copy of the most current ethics approval letter for the project;
 - 3.4 Attach a progress report if you were funded during the previous cycle;
 - 3.5 Ensure the necessary approval and signatures are obtained;
 - 3.6 Submit the application form and attachments electronically and in hard copy for attention **Mr Vusi April** (vpa@sun.ac.za), Research Development and Support, Room 5013A, 5th Floor, Teaching building, Tel: 021 938 9665, by **12 March 2018**.