**Check List for the request of Verification of the Published Research Articles (Ph.D scholar) from QEC**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Check List** | **Verified** |
| **Yes** | **No** |
| **1** | Confirm that the cover letter for article verification request has been attached. |  |  |
| **2** | Confirm that the hard copy of the first page of research article/s is attached with the cover letter. |  |  |
| **3** | Confirm that the printout of the webpage/s indicating journal name is listed in the Science Citation Index Expanded (SCIE) or any other relevant database as per HEC policy. |  |  |
| **4** | Confirm that the ISSN (for journals) or ISBN (for books) on the article matches the one listed in the Science Citation Index Expanded (SCIE) or any other relevant database as per HEC policy. |  |  |
| **5** | Verify that the names of all authors listed on the article match the names on the journal's official website. |  |  |
| **6** | Check that the Ph.D Scholar is the first author, and the supervisor’s name is included in the author list of the published paper. |  |  |
| **7** | Verify that the title of the research article on the hard copy matches the title on the DOI and the journal's website. |  |  |
| **8** | Check that the institutional affiliations of the authors are correct and consistent between the online article, the DOI, and match with the information provided in the article. |  |  |
| **9** | Ensure the corresponding author's contact details are correct and match the information provided in the article. |  |  |
| **10** | Verify that the DOI on the article matches the DOI listed in the journal’s website. |  |  |
| **11** | Verify that the volume and issue numbers on the article are accurate and correspond with the information on the journal’s website. |  |  |
| **12** | Check that the page numbers listed in the article are correct and consistent with the journal's website. |  |  |
| **13** | Verify that the publication date listed on the article matches the date recorded on the journal’s website. |  |  |
| **14** | Confirm that requested research article(s) is/are relevant to the Ph.D research work of the Ph.D researcher. |  |  |
| **15** | Confirm that this/these research article(s) has/have been published after the approval of the research synopsis from ASRB. |  |  |

**Verified by Forwarded by**

Supervisor Name Chairperson Department of……………………..

Signature: Signature & Stamp: