1. Vice-Chancellor’s Awards for Excellence in Research

Background
Based on research outputs during the foregoing three years (minus the year in which the call to apply is made), prizes will be awarded annually to deserving staff members affiliated with the different Schools of the University. The prestigious Research Excellence Awards are intended to:

- Recognise research excellence at UL
- Encourage research excellence at UL
- Encourage research excellence among female researchers at UL
- Award researchers who have excelled in research

The following Research Excellence Awards are available to academic/research staff members in the following categories:

- The Best Emerging Researcher
- The Best Established Researcher
- The Best Overall Female Researcher in the University
- The Best Overall Researcher in the University
- Researcher who has generated the largest research income

Eligibility

1. UL permanently employed research staff.
2. New permanent staff members will be eligible to apply only after three years of having joined the University.
3. UL permanently employed researcher staff of 35 or less of age is eligible to apply in the Best Emerging Researcher category.
4. Contract research staff members are eligible to apply for any of the categories provided that they are on a three year contract cycle with the University and only after the first cycle.
5. Established researchers are only eligible to apply for any of the relevant categories provided they are two or less years from the age of official retirement from the University.

6. University research staff at the age of retirement or one or two years from retirement, and retired staff who are employed as Research Fellows are not eligible and will be considered for the Research Fellow Awards.

**Conditions/Requirements**

1. Apart from the above mentioned employment and age status the following restrictions will be enforced:
   1.1. A staff member who has won first prize or overall best prize in any of the above award categories will not be eligible to apply for two years after having won an award.
   1.2. A maximum of only three articles will be scored from all publications of which a staff member is a member of the Editorial Board.
   1.3. A staff member who is the best researcher at School level and also the best overall researcher will only be awarded the best overall researcher award and not both.
   1.4. A staff member who is the best overall female researcher and the best overall researcher will only be awarded the best overall researcher award and not both.

**Period of Funding**

The DRDA will ensure budgetary allocation for the prize money, the printing of certificates, and hosting of the Gala Prize Award Event on an annual basis. The SRPC will be responsible for the revision of funding as needs be.

**Awards**

The University’s Research Excellence Awards are allocated as follows:
WSU has three other prize categories: 2\textsuperscript{nd} (R20 000), 3\textsuperscript{rd} (R15 000), 4\textsuperscript{th} (R10 000).

*Recipients of these awards will be given certificates.

### Submission Procedure

1. Applications will be called two months before the annual Research Excellence Awards Event.
2. Applications have to be made through the completion of the **RES-7 form** available from the DRDA.
3. Applicants are to ensure that correct information is supplied on the form, e.g. publications in accredited publications.
   - **Incorrectly completed forms will not be considered by the Awards Committee.**
4. Completed application forms are to be submitted to the appropriate DRDA office on the due date.
5. **Late applications will not be considered by the Awards Committee.**
6. Applications must be accompanied by your CV and a short citation.
Evaluation

1. Note must be taken of the final weighed cut off score.

Only applications equal or above these cut off scores will be considered by the Awards Committee.

2. Currently the final weighed cut off scores are as follows:
   - Established Researchers: Final weighed score = 3.5
   - Emerging Researchers: Final weighed score = 2.5
   - Female Researcher: Final weighted score = 2

3. Based on details provided in completed RES-7 form, the selection of prize winners will be done by an Awards Committee comprised of the following members:
   - DVC Academic & Research (Chairperson)
   - DVC and Principal (Medunsa Campus)
   - Director Research
   - Deputy Director Research
   - Executive Deans
   - Secretariat DRDA

4. The prize winners will be announced during an annually organised Research Excellence Awards Event.

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1 The award is made one year in arrears since DoHET subsidised publications in the year when applications are processed would not have been officially released by DoHET.