**UCT Creative Outputs Submissions**

**Checklists for Submissions**

The checklists below indicates the supporting documentation and information required by UCT Research Office for the *Creative Outputs* submissions, in accordance with *section 3.2* of the Department of Higher Education and Training (DHET)’s *Implementation Guidelines 2019.*

Output title:

**Output Category:**

**Sub-field category:**

|  |  |  |
| --- | --- | --- |
|  | In order to meet the DHET’s submission requirements, have you checked that you have submitted/completed? | **√** |
| 1. | Capture of the abovementioned claim on the eRA system. |  |
| 2. | Annotation from the applicant briefly contextualising the creative output (**500 –****700 words**) on the eRA system. |  |
| 3 | Details of **five** peer reviewers, who are experts in the field, captured on eRA submission. |  |
| 4. | Submitted proof of any awards received |  |
| 5. | Submitted a declaration of originality |  |
| 6. | Submitted a declaration of authorship / co-authorship and disclosure of other active participants in the production of the work |  |
| 7. | Submitted proof of UCT’s contributor’s affiliation, by means of a letter from Human Resources Department, if the output does not indicate UCT affiliation |  |
| 8. | Submitted Evidence of the creative output (digital submission) |  |

**Confirmation by:**

Name and Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Extension: \_\_\_\_\_\_\_\_\_\_\_\_\_\_