



# TETFUND ACADEMIC MANUSCRIPT/ BOOK DEVELOPMENT

(To be completed by Lead Author and beneficiary institution)

Batch No. of nomination.....

YEAR OF INTERVENTION.....

- (i) Name of Lead Author.....
- (ii) Gender Female  Male
- (iii) Date of Birth.....
- (iv) Institution (i.e. Duty Post/Beneficiary Institution).....
- (v) Department: .....
- (vi) Signature of Candidate/Staff.....

**LEAD  
MANUSCRIPT  
AUTHOR'S  
PASSPORT  
PHOTOGRAPH**

| S/N | DETAILS OF INSTITUTIONAL RECORDS                     |   |   |
|-----|--|---|---|
| 1   | Department   |   |   |
| 2   | Qualifications with Dates                            | Degree(s)<br>.....<br>.....<br>.....  | Date Obtained:<br>.....<br>.....<br>..... |
| 3   | Date of 1 <sup>st</sup> Appointment                  |   |   |
| 4   | Duration of Entire work Experience                   |   |   |
| 5   | Number of Years spent in Institution                 |   |   |
| 6   | Manuscript Format                                    | <u>Manuscript Details</u><br>(a) Title.....<br>(b) Authors.....<br>(c) Affiliation.....<br>(d) Table of Content.....<br>(e) Preface.....  |   |
| 7   | Manuscript Dev. & Production Cost (Total):<br>N..... | Cost Implication/Breakdown (Outline Cost items & Specify Costs):<br>(a) .....<br>(b) .....<br>(c) .....<br>(d) .....<br>(e) .....<br>Etc. |   |
| 8   | Lead Author's Salary Bank Account Details            | Bank Account Details<br>(a) Bank Name Branch.....<br>(b) Account Name.....<br>(c) Account No.....<br>(d) Sort Code.....                   |   |
| 9   | Other Remarks (If any)                               |   |   |

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Signature of Vice Chancellor/Rector/Provost (Including Stamp)

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Signature & Name of Director Academic Planning/DVC (Academics) (Including Stamp)