

# **Application Form**

## **Request for Patent Filing**

Date: \_\_\_/\_\_\_/\_\_\_

Reference No.: \_\_\_\_\_

**The Convener,**  
Intellectual Property Cell  
Aligarh Muslim University  
Aligarh

Through: The Chairman, Department of \_\_\_\_\_ / Head of the Department \_\_\_\_\_

**Subject: Request for Patent Filing.**

We/ I, the inventor(s) of the invention titled \_\_\_\_\_

\_\_\_\_\_

are pleased to inform you that the aforesaid invention, as an outcome of our academic research/ sponsored research/ joint research/student project/ any other (please mention), is found to be novel and patentable in the light of preliminary patent and publication search report (enclosed as Appendix – II) to the best of our knowledge. We/ I, the inventor(s) confirm that we have gone through the IPR Policy of AMU Aligarh and shall abide by the rules of the policy.

We/ I, the inventor(s) request for the patent filing of our above-mentioned invention through the IP Cell, AMU Aligarh.

**(Signature)**

Name of the Lead Inventor: \_\_\_\_\_

Designation: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

**Enclosures:**

1. **Duly filled Innovation Disclosure Form (IDF)**
2. **Details of Inventor(s) (Appendix – I)**
3. **Preliminary Patent and Publication Search Report by the Inventor(s) (Appendix – II)**
4. **Undertaking Form (Appendix – III)**
5. **Authorization Letter (Appendix – IV)**
6. **Account Payee Cheque of Rs.6000/- in favour of “sr4ipr Partners”, A/c. No. 32757972296, IFSC – SBIN0003066.**
7. \_\_\_\_\_



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**Confidential**

**INVENTION DISCLOSURE FORM (IDF)**

(For Product, Process and Software Related Inventions)

(Inventor(s) is/are requested to provide details as requested in the following paragraphs.) (Please add additional sheets wherever required)

|    |   |   |
|----|---|---|
| 1. | Name and full address of the Applicant(s)   | <b>Aligarh Muslim University, Aligarh<br/>Uttar Pradesh, India, Pin code 202002</b> |
|    | Name and full address of the inventor(s)<br>including emails and mobile numbers.  |   |
| 2. | Proposed title of the invented Product / Process /<br>Software related invention  |   |
| 3. | Use of the invented Product / Process / Software  |   |
| 4. | Prior art details, that is, details of the similar<br>Product / Process / Software already known to the<br>public/available in the public domain (Please note<br>that the known Product / Process / Software may<br>not be exactly the same as the invented Product /<br>Process / Software, but inform about it, please) | <b>(Please add additional sheets, if required)</b>                                  |
| 5. | Disadvantages relating to the known Product /<br>Process / Software   |   |
| 6. | Advantages and usefulness of the invented<br>Product / Process / Software   |   |



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|    |   |   |
|----|---|---|
| 7. | <p>How is your invented Product / Process / Software being different than the known Product / Process / Software</p>  |   |
| 8. | <p>Details of the invention (kindly provide complete details of the invented Product / Process / Software).</p> <p><b>(a). In case of an invented product (mechanical, electric, electronics, etc., etc.);</b></p> <p>(i). Kindly explain, in detail, about the assembly and functioning of the invented Product / Process / Software with the help of the drawing(s).</p> <p>(ii). Kindly explain in detail of assembly and functioning of the different embodiments of the invented Product / Process / Software with the help of separate drawing(s);</p> <p>(iii). Please provide a separate drawing for the invented component(s), if the component(s) of the known machine/item has been invented or if the construction of the component(s) has been improved.</p> <p><b>(b). In case of an invented product (drug composition, food, and other similar products), process;</b></p> <p>(i). Please give details of the invented product/composition along with the percentage of the ingredients used to</p> | <p><b>(Please add additional sheets, if required)</b></p> |



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|    |  |  |
|----|--|--|
|    | <p>prepare the product, for example, if a product is made of A, B, and C ingredients then the amount used may be in the range of A = 1 – 100 %, B = 1 – 100 % and C = 1 – 100 %, respectively.</p> <p>(ii). Please also give details of the process steps along with process parameters, for example, temperature, pressure, duration of time, etc. required to prepare the product. (Pl. give the parameters in the range)</p> <p>(iii). Also, please give some examples (at least TWO) with the exact amount of the ingredients used, in the lab during experimentations to prepare the invented product/composition.</p> <p><b>(c). In case of invented software;</b></p> <p>(i). Please explain the software with the help of block diagrams just to present it as if the software is a kind of virtual machine.</p> <p>(ii). Also, please explain the software with the help of a process flow chart (algorithm chart).</p> |  |
| 9. | Any other important/relevant information about the invented product/process/software.  |  |



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Date & Place .....

Signature of Lead

Inventor

(Name: \_\_\_\_\_)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile No.: \_\_\_\_\_



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(Appendix – I)

**DETAILS OF ALL THE INVENTORS**

| S.No. | Name and Address  | Affiliation | Email | Phone/ Mobile No | Revenue Share <sup>#</sup> |
|-------|-------------------|-------------|-------|------------------|----------------------------|
| 1     | (Lead Inventor)   |             |       |                  |                            |
| 2     | (Co-Inventor - 1) |             |       |                  |                            |
| 3     | (Co-Inventor - 2) |             |       |                  |                            |
| 4     | (Co-Inventor - 3) |             |       |                  |                            |
| 5     | (Co-Inventor - 4) |             |       |                  |                            |
| 6     | (Co-Inventor - 5) |             |       |                  |                            |
| 7     | (Co-Inventor - 6) |             |       |                  |                            |

# As per clause 3.6 and Annexure–II (B) of the IPR Policy.

**Note:**

1. In case, the co-inventor(s) is/ are not from Aligarh Muslim University, Aligarh, the lead inventor is required to enclose the **No Objection Certificate (NOC)** from their respective employer as per the format given in **Appendix – V** along with this application.
2. In case, the co-inventor(s) belong to an organization(s), other than AMU Aligarh, seeking co-ownership of the patent as per the clause 2.3.1 (B) of the AMU IPR Policy, the lead inventor is required to enclose the attested copy of the agreement (signed at the time of starting joint/ funded research), defining the terms and conditions regarding the joint ownership of patent(s) generated.

Date & Place .....

Signature of Lead Inventor

(Name: \_\_\_\_\_)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile No.: \_\_\_\_\_



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**(Appendix – II)**

**PRELIMINARY PATENT AND PUBLICATION SEARCH REPORT BY INVENTOR(S)**

(Please enclose the preliminary patent and publication search report with signature on every page.)



# Intellectual Property Cell Aligarh Muslim University Aligarh

(Appendix – III)

## UNDERTAKING FORM

I/ we, the inventor(s) of the invention titled “\_\_\_\_\_”, have obtained/ downloaded a copy of AMU IPR Policy and relevant amendments and clearly understood the policy and the standard operating procedure (SOP) and agreed to the terms and conditions of the policy in general.

1. I/ We have, in particular, perused clause 1.6 (xviii) and clause 2.3.1 (A) of the AMU IPR Policy and I/ we are aware that “Aligarh Muslim University, Aligarh” will be the sole applicant of the patent filed and sole owner of the granted patent.
2. I/ We have, in particular, perused clause 2.3.1 (B) of the AMU IPR Policy and I/ we are aware that “Aligarh Muslim University, Aligarh” will be the joint applicant of the patent filed and joint owner of the granted patent, in case of external funding from third-party(ies) including sponsored research, consultancy projects, and other collaborative activities with a formal associated agreement.
3. I/ We have, in particular, perused clause 3.6 and Annexure–II (B) of the AMU IPR Policy and I/ we are aware that the net earnings generated from the commercialization/ licensing of the technology will be shared between the inventor(s) and AMU Aligarh on 70:30 ratio. Seventy percent (70%) of the revenue will go to the inventor(s); the share of each inventor must be mutually agreed upon and signed by all the inventors. The lead inventor will submit the agreement (in original) to IP Cell.
4. I/ We have, in particular, perused clause 1.6 (i) of the AMU IPR Policy and I/ we have performed the initial patent and publication search that confirm the novelty and patentability of the invention to the best of my/ our knowledge and I/ We have, in particular, perused clause 1.6 (vi) and agreed to the terms and conditions.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Name & Signs of all the  
co-inventor(s) (if any)

- 1.
- 2.

Signature of Lead Inventor

(Name: \_\_\_\_\_)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile No.: \_\_\_\_\_





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**Aligarh**

3.

**(Appendix – IV)**

**AUTHORIZATION LETTER**

I/ we, the inventor(s) of the invention titled “\_\_\_\_\_”, am/ are submitting an account payee cheque of Rs. 6000/- (Six Thousand only) against the fee for conducting a detailed patent search by the patent attorney in favour of “**sr4ipr Partners**”, (A/c. No. 32757972296, IFSC – SBIN0003066) as per the clause 1.6 (vi) of the IPR Policy of the AMU Aligarh.

In case, the novelty of the proposed patent is not established in a detailed patent search by the patent attorney and the proposal is rejected, I/ we, the inventors of the above-mentioned invention, hereby authorize the Intellectual Property Cell, AMU Aligarh to send the cheque of Rs. 6000/- submitted by me/ us to the patent attorney for the encashment as per the clause 1.6 (vi) of the IPR Policy of the AMU Aligarh.

The details of the submitted cheque are as under;

|               |  |
|---------------|--|
| Payees Name   | <b>sr4ipr Partners</b>                       |
| Cheque Number |  |
| Dated         |  |
| Amount        | <b>Rs.6000/- (Rupees Six Thousand only).</b> |
| Bank Name     |  |

Date and Place: \_\_\_\_\_

Signature of Lead Inventor

(Name: \_\_\_\_\_)  
Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Mobile No.: \_\_\_\_\_



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**(Appendix – V)**

*(To be submitted only if co-inventor(s) is/ are from outside AMU Aligarh)*

**FORMAT OF NO OBJECTION CERTIFICATE**

*(To be printed on the letterhead of the employer)*

**Dated:** \_\_\_/\_\_\_/\_\_\_

**To Whom So Ever It May Concern**

This is to certify that Prof./Dr./Mr./Ms. << **Name of the co-inventor**>> is the fulltime/ part-time employee of the << **Name of the Organization**>> as per the records. The << **Name of the Organization** >> has no objection if the name of Prof./Dr./Mr./Ms. << **Name of the co-inventor**>> is included as a co-inventor in his capacity of the proposed patent entitled <<**Title of the Patent to be Filed**>> filed by the Aligarh Muslim University, Aligarh.

The << **Name of the Organization** >> has no claim, in any manner, regarding the ownership, licensing, and revenue sharing, of the patent application filed by the Aligarh Muslim University, Aligarh.

**Signature & Stamp**

**(Name of Authorized Signatory)**

**Name of the Organization**