

Request for Funding to Pay Article Processing Charges (APC)

Requesting author Name: _____

Status: Faculty Post Doc Research student PG/UG student

Department/Centre Name: _____

The APC of my article is _____

Invoice No. _____ Date of Invoice: _____

Bank Name: _____ Country: _____

SWIFT Code: _____

Bank Address: _____

I had/have a major research project (provide project details) _____

Project Title: _____

Funding agency: _____ Year of Sanction: _____

Article title: _____

Corresponding author name: _____

Journal title: _____

Affiliation mentioned on Manuscript: _____

Details of Publication: _____

Date of Acceptance: _____

Number of co-authors affiliated with JMI: _____

Number of co-authors **not** affiliated with JMI: _____

Similarity Index as on / /20 (date): _____

Q-rating of the Journal as per WOS: _____ SCOPUS: _____

(Attach copy of the manuscript, TURNITIN Similarity report, Signed Copyright and Invoice copy)

For Office Use

Recommendation of APC Committee: Recommended/Not Recommended

Comments: _____

Recommended to be paid from APC fund /Project Overhead

Date: _____

Chairman APC Committee

The filled form shall be submitted to AR (A&C), JMI along with relevant documents)

Guidelines on payment of Article processing charges (APCs)

An article processing charge (APC) is a fee paid to the publisher for publishing an article. Based on the research profile of the applicant (during last 3 years), the University may pay APC from the allocated APC fund. In case of applicant running a research project, the committee would recommend to use the overhead of that research project for APCs. Additional publisher costs, such as colour page charges, offprints, cannot be paid from the APC fund.


Criteria for APC funding?

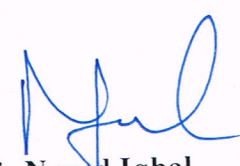
The applicant must meet at least one of these criteria:


- The journal where your research is being published must be indexed in Web of Science, or SCOPUS or Indian Citation Index databases with an impact factor provided by Thomson Reuters (proof to be provided with Q rating of WoS specifically for Science and Engineering Discipline).


The application will be granted for payment on these criteria:

- The applicant must be a permanent staff member of Jamia Millia Islamia.
- The applicant must be the corresponding author who enters into the contract with the publisher and agrees the terms under which the article will be used in future (provide copy of signed copyright).
- Jamia Millia Islamia must be the institutional affiliation.
- The article has been accepted for publication (attach copy of the acceptance letter and manuscript)
- The applicant should submit request for APC within 2 months of acceptance/publication. All such request should be sent to AR (A&C), Jamia Millia Islamia with relevant documents.
- The manuscript should be based on original work and not a review paper.
- The similarity index should be less than 10% by excluding sources with less than 1% similarity (attach report from "TURNITN").
- APC would be given once to an applicant in a calendar year (Jan-Dec) due to limited funds.
- Recommendation for APC would be subject to the authenticity of the information provided, failure to which would debar the applicant for APC for a period of 3 years.


Prof. Z H Khan
Member


Prof. Naved Iqbal
Member


Dr. Tokeer Ahmad
Member


Prof. S.A. Ansari
Chairperson