

# NEW PUBLICATIONS SUPPORT PROGRAM

The purpose of the *Publications Support Program* is to foster the publication and research activities of the Széchenyi István University, with a financial support towards the publication fee (APC) of articles (papers) published in qualified journals.

## Conditions of the support:

- The author (in case of co-authorship, the first or corresponding author, hereafter *author*) is in a teaching/research employment status at the Széchenyi István University or is a PhD student at the Széchenyi István University.
- Only publication in a purely Open Access journal Gold path is supported (no hybrid, predator publication).
- The journal that publishes the article is indexed by the Scopus database and ranked by Scimago Q1-Q4.
- In addition to the name of the affiliation of the author requesting the support (Széchenyi István University), no other, additional institution (affiliation) can be included in the publication.
- In the Scopus profile of the author(s), the SZE affiliation must be in the first place.
- The maximum amount of support is EUR 2,500 or the equivalent amount in other foreign currency.
- The date of issue of the invoice of the publication fee is after June 1, 2021.

## How to apply for support

The Strategic Ranking Committee and the University Library and Archives (SZEEKL) provide support in the implementation of the Publications Support Program

### I. Submission of the grant application and registration

1. The University lecturer/researcher requesting the grant can start the Publications Grant application for their article by filling in the form <https://lib.sze.hu/publikacio-tamogatas-igenyles>. The grant application can be submitted after the article was submitted to the publisher for review or after the acceptance of the publication.
2. The Strategic Ranking Committee evaluates the grant application (examines the fulfillment of the conditions for the journal and the author (s)), after which SZEEKL sends a notification to the applicant about the registration - with an

identification number - and informs the author about the necessary additional information.

3. If the conditions for support are not met, SZEEKL will provide assistance in the selection of qualified journals in the given field of science and on further possibilities, methods and possible dangers of publication.

## **II. Procedure for payment of the publication fee (ACP)**

The financial support for the article, which was accepted and confirmed for publication by the publisher and received a positive evaluation by the Strategic Ranking Committee, is administered as follows:

1. The author receives confirmation from the publisher of the publication of the article.
2. The author requests an invoice concerning the publication fee to be issued on the University's name and address.

### Data of the invoice:

*Széchenyi István University, 9026 Győr, Egyetem square 1.*

*In the case of invoices issued by Hungarian taxpayers, it is mandatory to indicate the group tax number of Széchenyi István University: 17782294-5-08, and if possible, the tax number of the university: 19253079-4-08*

*Invoices issued by foreign EU taxpayers must indicate the University's Community Tax Number: HU17782294. Other non-EU invoices do not require a tax number.*

### The amount of the invoice:

The amount of the grant is determined on the basis of the amount of the certified publication fee (APC) of the article (the maximum amount of the grant is EUR 2,500 or the equivalent amount in foreign currency).

3. The author initiates the payment of the publication fee via the <https://lib.sze.hu/publikacio-tamogatas-kozlesi-dij> form, providing the following data and documents:
  - a. the identification number obtained during the prior approval of the Publication Grant Application
  - b. the invoice for the publication fee
  - c. the final version of the accepted publication
  - d. publisher's certificate of the publication
  - e. in the case of pre-financing, proof of payment by bank transfer.
4. If less time is available for the payment of the publication fee via an invoice than the evaluation and payment time interval undertaken by the University

(30 days), or only card payment is possible, the author may advance the payment of the publication fee. The advance amount will be reimbursed by the University by bank transfer up to the maximum amount of the grant.

5. If the publication fee is higher than EUR 2,500 (or the equivalent amount in foreign currency) and the author does not advance the payment of the publication fee, we recommend issuing two invoices: one in the amount of EUR 2,500 (or the equivalent amount in foreign currency) in the name of the University, and one in the remaining amount of in author's name. If it is not possible to issue two invoices, the full amount of the invoice will be paid by the University to the publisher, however, the author is obliged to reimburse the amount over EUR 2,500 to the University's bank account.

### **III. What to do after the publication of a supported article**

The author whose article was supported is obliged to record the article in the MTMT and mark the Scopus indexation within 1 month after the publication of the supported article. Furthermore, the author should confirm these at the e-mail address [publikaciok@sze.hu](mailto:publikaciok@sze.hu).

If the article is not uploaded in the MTMT within the deadline after its publication, the author may not submit a Publication Grant application in the next academic semester, and this fact will be taken into account during the performance evaluation for the given period.

#### **Other aspects**

Authors/Co-authors whose article was supported in the Publication Support Program must not submit an application for a Scientific Scholarship with the same article. The University reserves the right to award a Publication Grant until the available budget limit is exhausted.

If you have any questions, please contact colleagues at the e-mail address [publikaciok@sze.hu](mailto:publikaciok@sze.hu).

You can further find useful information related to research and publishing on the page below:

<https://lib.sze.hu/segitsegpont-oktatoknak-kutatoknak-phd-hallgatoknak>.

***Links to the original version*** of the announcement in Hungarian:

<https://uni-archiv.sze.hu/uj-publikaciotamogatasi-program-a-szechenyi-egyetem-tovabbra-is-kiemelten-tamogatja-a-kutatasokat>

<https://lib.sze.hu/publikacio-tamogatasi-program>